



# 2023-2024 Sports Official Handbook



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## IHSA OFFICIALS DEPARTMENT

We are continuing to improve our efficiency and accuracy in dealing with you, your records, and your concerns. Please understand that we are dealing with over 14,500 officials and applicants and several phone calls per day. We strongly encourage all officials to refer to the areas of responsibility listed below when calling the IHSA office so that we may better serve you. In addition, we highly recommend that you familiarize yourself with the information included in the Officials Center and in your personal site. The majority of the information will be online at [www.ihsa.org](http://www.ihsa.org).

**Best methods for officials to communicate with the IHSA:**

1. (IHSA Web Site and E-mail:) All officials have been issued a password for access to our interactive web site. Officials are able to change personal contact information, take Part I examinations, view rules meetings, access rating information, and update availability information. This is the best and most efficient way to access your information and communicate with the IHSA. E-mail the Officials Department directly at [officials@ihsa.org](mailto:officials@ihsa.org). Please be sure to include your name and ID number in your message.
2. (Address Change:) If you have an address change, you will need to make that change in your personal site. If you have not notified our office of an address change and do not receive your materials, we will only resend them one time.
3. (Phone:) (309)-663-6377. Please ask for the Officials Department and have your ID number available.

# Meet the IHSA Administrative Staff



**Craig Anderson**  
Executive Director



**Kurt Gibson**  
Associate Executive Director



**Kraig Garber**  
Assistant Executive Director



**Tracie Henry**  
Assistant Executive Director



**Susan Knoblauch**  
Assistant Executive Director



**Sam Knox**  
Assistant Executive Director



**Stacey Lambert**  
Assistant Executive Director



**Dan Le**  
Assistant Executive Director



**Beth Sauser**  
Assistant Executive Director



**Matt Troha**  
Assistant Executive Director

## You may reach us by...

Writing: IHSA Office  
2715 McGraw Drive  
Bloomington, IL  
61704

Calling: (309) 663-6377

Faxing: (309) 663-7479

Web: [www.ihsa.org](http://www.ihsa.org)

E-mail: [officials@ihsa.org](mailto:officials@ihsa.org)



IHSA® is a registered trademark of the Illinois High School Association, a voluntary organization composed of member secondary schools

**OUR MISSION:** The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

**Dear Official:**

I hope you are having a great year. Please take the time to review the following:

- **Clinic Credit must be redeemed by entering your code in your personal site in the redeem clinic credit area. Please evaluate the clinic and clinicians online following the code redemption.**
- **Rules Interpretation meetings and exams for all sports, in the 2023-24 school year, will be conducted online in your personal site.**
- **Rule books will be sent out in the following sports this year: Football, Volleyball, Swimming, Wrestling, Track & Field, Baseball, Softball, and Boys/Girls Lacrosse. All other sports should use the 2022-23 rules book and print out the rule changes from the case situation and notices page for that sport.**
- **Your membership card will be available for you to print from your personal site on the IHSA web site. [www.ihsa.org](http://www.ihsa.org)**

# Officials Advisory Committee



**Donna Mobley**  
Basketball Official  
Maywood  
Term Expires 2025  
Division 3



**Leah Morgan**  
Gymnastics Official  
South Elgin  
Term Expires 2026  
Division 2



**Patricia Flesher**  
Swimming & Diving  
Official  
Waukegan  
Term Expires 2025  
Division 2



**Nicholas Cargola**  
Water Polo Official  
Elk Grove Village  
Term Expires 2026  
Division 2



**Kenneth Watkins**  
Wrestling Official  
Maywood  
Term Expires 2026  
Division 2



**Mark Dimarzio**  
Football Official  
Springfield  
Term Expires 2024  
Division 6



**Kelley Lucas**  
Track and Field  
Official  
Mt. Zion  
Term Expires 2024  
Division 5



**Scott Maupin**  
Principal  
Wilmington  
Term Expires 2025  
Division 3



**Summer Riordan**  
Competitive Dance  
Official  
Palatine  
Term Expires 2024  
Division 2



**Hanah Shehaiber**  
Soccer Official  
Chicago Ridge  
Term Expires 2026  
Division 3



**Officials**  
Athletic Director  
Decatur  
Term Expires 2025  
Division 5



**Alan McCormick**  
Baseball Official  
Belvidere  
Term Expires 2026  
Division 6



**Connie Scott**  
Volleyball Official  
Winnebago  
Term Expires 2025  
Division 4



**Lance Emery**  
Competitive  
Cheerleading Official  
Mokena  
Term Expires 2024  
Division 3



**Jerry (Jay) Miller**  
Softball Official  
Centralia  
Term Expires 2025  
Division 7



**Noreen Rodriguez**  
Girls Lacrosse Official  
Arlington Heights  
Term Expires 2025  
Division 2



**Pat Nolan**  
Girls Lacrosse Official  
Elmwood Park  
Term Expires 2024  
Division 2



**Rick Karhliker**  
NFOA Liason  
Springfield

## IHSA MISSION STATEMENT

The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

## IHSA BELIEFS

1. IHSA believes equal opportunity and access must be provided for all it serves.
2. IHSA believes that interscholastic athletics and activities are an integral component of secondary education.
3. IHSA believes in respect, appreciation, and acceptance of diversity.
4. IHSA believes each individual's involvement and acceptance of personal responsibility is critical to achieving outcomes.
5. IHSA believes that sportsmanship is a core value and its promotion and practice are essential.
6. IHSA believes that each member school is equal and equally important to the association's existence.
7. IHSA believes that equality and fairness must be safeguarded at all cost.
8. IHSA believes all persons involved in interscholastic activities need to be positive role models.
9. IHSA believes each individual is important and that striving to reach one's full potential is the measure of success.
10. IHSA believes effective communication promotes knowledge, understanding, and collaboration.
11. IHSA believes in the pursuit of excellence.
12. HSA believes that to remain effective it must be a self-governing organization where each member school must take responsibility for the enforcement of all rules and regulations.
13. IHSA believes integrity and honesty are non-negotiable.

## IHSA Strategies

1. IHSA will increase the number of registered officials in the state of Illinois.
2. IHSA will review and establish training programs for officials.
3. IHSA will increase the involvement of diverse populations in all entities of the IHSA.
4. IHSA will review present and future facility needs.
5. IHSA will review present and future staffing needs.
6. IHSA will review current educational and informational programs sponsored by the IHSA and increase attendance by official representatives.
7. IHSA will review sportsmanship programs and increase participation by member schools.
8. IHSA will provide more equitable promotion and recognition of interscholastic activities.
9. IHSA will increase the number of participation opportunities for students in IHSA interscholastic activities.
10. IHSA will increase and improve two-way communication between the IHSA office and its member schools.
11. IHSA will review the problems associated with out-of-season participation in interscholastic activities

## IMPORTANT DATES & INFORMATION

1. All officials must have their personal information & state series availability updated by the following dates:

Fall sports \_\_\_\_\_ September 7, 2023

Winter sports \_\_\_\_\_ December 7, 2023

Spring sports \_\_\_\_\_ April 7, 2024

2. Complete list (updated weekly) of certified clinics go to our web site: [www.ihsa.org](http://www.ihsa.org)

3. Promotion: see pages 19-20

4. IHSA LICENSED OFFICIALS PUBLICITY POLICY

IHSA Licensed Officials acknowledge that athletic contest and interscholastic competitions take place in the public. As such, there is no expectation of privacy in the images of officials at such events. The IHSA and/or its agents or designees may take, distribute and use photographs at athletic contests and interscholastic competitions, which may include images of officials, at such events and use the same for publicity, marketing and other appropriate purposes, including event programs.

5. Mailing dates for individual sports

Volleyball: mid July

Football: mid July

Soccer: mid July

Girls Gymnastics: mid July

Track: mid. Nov.

Baseball: early Feb.

Softball: early Feb.

Girls Lacrosse: early Feb.

Basketball: early Oct.

Wrestling: early Oct.

Water Polo: early Oct.

Swimming: mid July

Competitive Cheer: mid July

Dance: mid July

Boys Lacrosse: early Feb.

6. Assignors Top 15 list due online by:

Fall Sports \_\_\_\_\_ Sept. 22, 2023

Winter Sports \_\_\_\_\_ Dec. 1, 2023

Spring Sports \_\_\_\_\_ March 23, 2024

7. Officials Conference will be July 12-13, 2024

8. Directions for printing the officials directory off the web site are available as a link on your personal site.

## OFFICIALS CENTER ON-LINE INSTRUCTIONS

Complete the following steps to log in to your Officials Center web page:

1. Visit: [www.ihsa.org](http://www.ihsa.org)
2. In the upper right-hand corner, click Schools & Officials Center Login
3. Enter your official's ID number (contact the IHSA Officials Department if you do not have this information)
4. Enter your password (request the password from your site if you do not have this information)
5. You are on your personal site.

*Once you've logged into the IHSA Officials Center, you will notice your name and ID Number in the upper left corner. The interactive links will be directly below under your Officials ID Number. Some of the online tasks you will see on that page are listed below. Please take a moment to familiarize yourself with those tasks. Any announcements or messages for officials will be posted to the right of the interactive links. Just click on the underlined link to access the information.*

The following links will be on the left hand column on your personal site:

### PERSONAL DATA

Personal information  
Membership card  
Association memberships  
Affiliated schools  
Daily availability calendar  
Licensing center  
License & promotion details  
Officials insurance (PDF)

### FORMS AND REPORTS

Reports index  
Special Report  
SAWA Report  
Advisory committee survey  
Official Evaluation Form (PDF)  
Official Evaluation Recording Form (PDF)  
IESA Sportsmanship Report

### MEETINGS & CLINICS & EDUCATION

Officials Handbook (PDF)  
Officials Education Center  
Rules meetings  
Clinics  
Clinicians  
Case situations

### ONLINE RESOURCES

Find an official  
Officials directory  
Password  
Officials Calendar (PDF)  
Frequently Asked Questions

### EXTERNAL LINKS

School directory  
Officials associations  
NASO  
NFHS  
IESA-NFHS Exceptions

## Recognition Program

The Illinois High School Association provides recognition for officials in the following manner:

1. A 15-year service pin and certificate for all officials who have completed 15 consecutive years of service as an official.
2. A 25-year service pin and certificate for all officials who have completed 25 years of service as an official.
3. A plaque for each official who has completed 30 years of service as an official.
4. A 40-year service award.
5. A 50-year service award.
6. A certificate from IHSA and a plaque to one official in each sport who is the "IHSA Official of the Year" in that sport.

Officials must attend the Officials Conference in order to receive their award.

All awards are given and distributed ONLY at the Officials Conference in July.

### Recognized Officials Association

The IHSA recognizes many officials associations across the State of Illinois. To become and maintain a recognized association, the following must be done:

1. Annual updates and a list of members must be on file with the IHSA (must have at least 10 members).
2. Constitution must be on file with the IHSA (the IHSA has copies on file to help you with this). Submit any new changes if applicable.
3. Must have officers and set meetings with an agenda.
4. Must have an observers program.
5. At least one delegate must attend the annual IHSA Delegate Meeting at the Officials Conference.

Benefits to recognized associations:

1. Chance to apply for grant money (up to \$500) to help with education, recruiting or mentor program.
2. Opportunity to submit names to IHSA for awards and certified clinicians.
3. Opportunity to provide certified clinics for your members over a 30 day period, i.e. Association Meetings.
4. Annually receive two complimentary licenses for brand new, first time officials.



## FREQUENTLY ASKED QUESTIONS (FAQ'S)

If applicable, each answer will also have the page number of this handbook which references the specific policy.

### Applications and Added Sports

- Q.** I have a friend who would like to become an official. What should my friend do?  
**A.** Visit the IHSA Web site at [www.ihsa.org](http://www.ihsa.org) and fill out the online application.
- Q.** I am licensed in one sport and would like to add another. How do I go about adding a sport?  
**A.** You will need to login into the Officials Center and add the sport(s) through the Licensing Center link. The first added sport fee is \$0, and \$10 for each additional sport added. Until you complete Part 1 Rules Exam and on-line Rules Meeting for each sport, your status will display as 'on probation'. Once those tasks are complete, your status will change.

### License Renewals

- Q.** Do I have to renew my membership every year? If so, what is the cost?  
**A.** An IHSA Official's License expires every year on June 30th, regardless of when it becomes effective. An official must renew his/her membership each year before the June 30th expiration. To renew a license, the cost is \$70 (first 2 Sports), and \$10 for each additional sport. Renewals are completed online and begin May 1st.
- Q.** When do renewal notices go out?  
**A.** Renewal reminder notices are emailed and are online in your personal site starting May 1st each year.
- Q.** What should I do if I can't access my renewal form?  
**A.** Email the IHSA Officials Department at [officials@ihsa.org](mailto:officials@ihsa.org) or call the IHSA Office at 309-663-6377.
- Q.** What if I do not complete my renewal by the deadline?  
**A.** You are required to pay a late fee (p. 9).
- Q.** Can I pay my license renewal over the phone?  
**A.** No, payments must be submitted online or sent via check by mail with the printed renewal form.

### License Requirements

- Q.** Is it mandatory to view a rules meeting every year?  
**A.** Yes. You must view the online rules interpretation meeting every year for every sport in which you are licensed. The penalty for non-compliance is probation or suspension. This viewing must take place by the posted deadline for that sport or pay \$15 to reopen the rules interpretation meeting. (p. 11-12)
- Q.** Is it mandatory to take the rules exam every year?  
**A.** Yes. You must complete the online exam every year for every sport in which you are licensed. There will be an opportunity to retake the exam one week after the initial opening date for a \$15 fee. The penalty for non-compliance is probation or suspension. (p.11-12).
- Q.** I submitted a rules exam in another state. Can I get credit in Illinois?  
**A.** No. You must complete an Illinois online rules exam, by the deadline. Failure to do so will result in probation or suspension.
- Q.** Can I get credit for attending a clinic in another state?  
**A.** No. You must attend an IHSA Certified Clinic conducted by an IHSA Certified Clinician in order to receive credit for this requirement.
- Q.** Is it mandatory to attend a clinic the first year an official is licensed?  
**A.** No. You have a one-year grace period to either take the online Level 0 clinic or find a Level 1 clinic to attend. If you do not satisfy the clinic requirement any time during your first year, the following licensing year you will be put on probation.
- Q.** Can an official be active in one sport and inactive in another?  
**A.** Yes (p. 17).
- Q.** What is a Provisional License?  
**A.** A Provisional Licenses allows 15- and 16-year-olds to work high school contests through the 9th grade level, provided the individual is working the contest with a fully licensed IHSA Officials in good standing for any 9th grade contest (p. 11)

### Promotion

- Q.** I want to try for promotion. What do I need to do first?
- A.** Officials will be able to apply for a promotion starting on July 1st for each school year. To apply for a promotion after July 1st you will need to fill out the ONLINE application for promotion in your IHSA Officials Centers Site by the due date. The Link will appear when you are eligible for promotion on July 1st under the Level, Years, and Promotion Status in your Official Center. Please refer to page 19-21 for eligibility guidelines and requirements for promotion.

### Patches/Uniforms

- Q.** Do I have to wear the patch or the embroidered logo when I officiate?
- A.** It is mandatory that all officials properly wear the IHSA patch/logo on their uniform for every game/match they officiate. First year officials will receive one patch free from the IHSA Office. Our licensed officials merchandise vendors can embroider the IHSA Officials Logo on the uniform upon request when purchasing. If you need more IHSA Officials Patches, you will need to send a note to our office with the following information:
1. Name and Official ID #
  2. Address where we should send the patches
  3. Indicate how many patches you would like
  4. The patches are \$1 each. Please send proper payment in the form of cash or check.
- Q.** I often see officials working that are not in the proper IHSA uniform (including lack of a patch). What, if anything, can be done?
- A.** The IHSA encourages you to complete and submit a Special Report Form to report an official working out of uniform.
- Q.** Is the embroidered patch/logo on the chest required?
- A.** No. It is optional to have the logo/patch on the chest. The patch on the left sleeve is required (pg. 25)

## I. IHSA LICENSING REQUIREMENTS

### A. Obtaining a New IHSA Officiating License

To acquire a fully licensed IHSA Officials License, prospective officials must:

1. be at least seventeen (17) years of age.
2. properly complete an IHSA application online; <https://center.ihsa.org/go/officials-center/manage-license-1-welcome.asp>
3. pay the required \$70 fee online.
4. submit the current rules examination online by the deadline and obtain at least an 80% score (Note: If you do not score 80% on your exam, you will be allowed to retake the exam for a \$15 fee);
5. pass the online concussion exam with an 80% or higher.
6. view the online hate speech and harassment policy video.
7. view the online rules interpretation meeting by the deadline.
8. not have been convicted of a sexual offense, a crime against a minor, or a crime involving illegal drugs.
9. and be in compliance with the IHSA conviction policy.

### B. Obtaining A New IHSA Provisional License:

A Provisional License allows 15 -16-year-old to work high school contest through the 9th level, provided the individual is working the contest with a fully licensed IHSA Official in good standing for any 9th grade contest.

To Acquire a Provisional License, prospective provisional officials must:

1. be 15 or 16 years old.
2. properly complete the IHSA Provisional License Application;
3. pay the required fee.
4. successfully complete the part 1 exam and watch the online rules Interpretation meeting video for all sports in which you licensed for.
5. successfully complete the IHSA Concussion Training Program (required by state law).

***Application fees are non-refundable.***

### C. Maintaining an Active Officiating License

1. To maintain or renew an Active IHSA Officials License, an official must:
  - a. pay an annual fee of \$70 online for the first 2 sports, and \$10 for each additional sport, plus a late fee if applicable;
  - b. properly complete and submit the online renewal form by June 30th of each year;
  - c. pass the online concussion exam with an 80% or higher;
  - d. view the online hate speech and harassment policy video.
  - e. properly submit and obtain at least an 80% score on the current online rules examination;
  - f. view the online annual IHSA rules meeting presentation;
  - g. be in compliance with the IHSA certified clinic requirement (waived for 1st year officials only)
  - h. be in compliance with the IHSA conviction policy;
  - i. inform the IHSA of an indictment for any crime;
  - j. wear National Federation/IHSA required uniforms/patches when officiating contests;
  - k. adhere to and be in full compliance with National Federation/IHSA rules, policies and procedures;
  - l. fulfill contractual agreements;
  - m. properly complete and submit required special report forms; and
  - n. maintain high standards of conduct.

**D. Renewing an Active or Inactive License or Dropped Without Going Inactive**

1. The renewal process occurs every year beginning in May. All currently licensed officials will need to go online and complete the Renewal Form and submit the applicable fees of \$70 online for the first 2 sports, and \$10 for each additional sport, by June 30 each year.
2. A late fee of \$30 will be assessed to any renewal or fees received/paid online after June 30th. Deadlines are established and late fees assessed so that pertinent licensing information can be submitted for publication.
3. Any official who was licensed and has dropped out without going inactive can buy back the years of service they previously had at a cost of the yearly fee plus a \$75 fee to buy back years of service and level of certification. This can only be done with IHSA Administrator approval.

See page 15 for more information on having an Inactive license.

**E. Part I Examinations**

Part I examinations must be taken online by the dates below:

SPORT	2023-24 Deadlines
Baseball _____	March 19, 2024
Basketball _____	November 28, 2023
Competitive Cheerleading _____	November 28, 2023
Dance _____	November 28, 2023
Football _____	September 12, 2023
Girls Gymnastics _____	November 28, 2023
Boys Lacrosse _____	March 19, 2024
Girls Lacrosse _____	March 19, 2024
Soccer _____	September 12, 2023
Softball _____	March 19, 2024
Swimming & Diving _____	September 12, 2023
Track & Field _____	February 27, 2024
Volleyball _____	September 12, 2023
Water Polo _____	March 19, 2024
Wrestling _____	November 28, 2023

**F. Rules Meetings**

1. All IHSA Licensed Officials must view the annual online rules meeting or attend a traditional rules meeting.

**G. Clinic Requirement**

1. Each licensed official is required to attend an IHSA Certified Clinic within three calendar years of the previous clinic in order to avoid their license being suspended (i.e., if the official attended a Certified Clinic on July 28, 2020, he/she would be required to attend another clinic by July 28, 2023). All new officials must attend a clinic or complete the online Level 0 clinic by the end of their second year in which they are licensed.
2. Certified Clinics can be conducted by the IHSA, local officials associations, or other interested parties, as long as an IHSA certified clinician conducts the training program.
3. If the official fails to meet this requirement, the official will be either put on probation or suspended.
4. Information regarding certified clinics and clinicians can be found on the IHSA website and in the Officials Center.
5. All sports have a Level 1 and Level 2 clinic. Check the web site for dates of upcoming clinics and the level of clinic being offered.
6. Level 1 clinics and Level 2 clinics, will focus more on beginning topics. Level 2 clinics focus more on advanced mechanics and topics.  
The IHSA currently has two levels of curriculum in most sports. It is recommended that new officials attend a Level 1 clinic.
7. The online Level 0 clinic is available for one time only and is geared toward the first-year official. Information in the Level 0 clinic is valuable to all officials in all sports. The online Level 0 clinic will satisfy the clinic requirement for one year. The link for the Level 0 clinic is available from the Officials Center and requires a fee.
8. Redeem Credit. If you are an official, you will need to check in. To receive credit for attendance: As you exit the clinic, go to the clinician who has the attendance folder. The clinician will ask you to print your name and ID number on the attendance page AND take the coded label next to your name. The coded label is your key to getting credit for attending a clinic. Stick the label on your rules book or another safe place. The IHSA will have a copy of the signature page and can confirm attendance if your code becomes lost. Once you leave the clinic, you MUST enter that code into the IHSA Officials Center (that is the password protected center) within 7 days. Instructions on redeeming the clinic code can be found on the Officials Center log-in page. Failure to do so will mean you will NOT get credit and be placed on probation or suspension. Please allow 24 hours for the credit to be posted on your web site.

**H. Conviction Policy (Revised 7/21/00)**

*The IHSA will conduct formal background checks on all officials.*

1. New License Application or Renewal. An IHSA Officiating License will not be renewed for anyone:
  - a. convicted, or adjudicated with a finding of fault, guilt or violation, in regard to an offense involving a minor or any sexual offense; unless/until such offense has been reversed by proper authority having jurisdiction over the matter; or, convicted, or adjudicated with a finding of fault, guilt or violation, in regard to an offense involving any illegal/illicit drug or controlled substance as prescribed by Federal or State law or regulation, prior to five (5) years following the completion of any sentence/parole/probation period imposed for the offense; or,
  - b. currently serving a sentence or a parole/probation period for any offense or adjudication of guilt imposed by any court, judge or administrative body, other than simple traffic violations.

2. **Currently Licensed Officials.**
  - a. When a currently licensed official is indicted or charged with any criminal offense or charged with a violation of any statute pertaining to minors, drugs or a controlled substance, such license will automatically be suspended, pending resolution of the indictment or charge. Conviction or adjudication of fault, guilt, or a violation under any such indictment or charge shall result in immediate and automatic forfeiture of the officiating license.
  - b. Currently licensed officials must inform the IHSA of any such indictment or charge immediately upon receipt of or upon having knowledge of such indictment or charge. Failure to notify the IHSA shall itself be a basis for immediate and automatic forfeiture of the officiating license.
3. **Reinstatement/Reapplication of License.** An official whose license has been forfeited, suspended, or revoked or an applicant who is denied a license, under the provisions of this policy, may petition for reinstatement/reapplication based on the following:
  - a. If suspension, revocation or forfeiture of a license is based upon conviction, adjudication or finding as a result of a felony: The official/applicant may petition for a license one year after the completion of the parole/probation period; other than conviction of illegal, illicit drugs, or controlled substance where a 5 year probation period is used, or immediately upon dismissal or reversal of the charge or conviction (provided the offense was NOT involving a minor or a sexual offense).
  - b. If suspension, revocation, forfeiture or denial results from a misdemeanor or other non-felony charge: The official/applicant may petition for a license immediately upon the completion of the parole/probation period (provided the offense was NOT involving a minor or a sexual offense).
  - c. If suspension, revocation, forfeiture or denial of a license is based upon any conviction, adjudication or finding involving a minor or sexual offense, reinstatement/reapplication will not be permitted, unless/until such offense has been reversed by the proper authority having jurisdiction over the matter.

I. **Probation**

1. An IHSA licensed official may be placed on IHSA probation for the following reasons, which reasons may be amended from time to time, but applied prospectively:
  - a. failure to view an online rule meeting.
  - b. failure to properly submit online by the required deadline and obtain at least an 80% on the current rules examination.
  - c. failure to meet clinic requirement once every three years.
  - d. failure to comply with state mandated Concussion Management program.
2. An official whose license is on probation may still fulfill regular season contracts for the remainder of the current school term.
3. If an official is placed on probation, he/she is ineligible for promotion in the current licensing year and may be ineligible for an IHSA post-season assignment; the individual must meet all requirements for an active license the subsequent year to avoid suspension.
4. An official who is found to have violated any of these provisions may have his/her license revoked.

**J. Pending Suspension**

1. An IHSA officiating license may be placed on pending suspension in a school term for the following reasons, which reasons may be amended from time to time, but applied prospectively:
  - a. not attending a rules meeting and/or not passing the examination requirements for two consecutive years.
  - b. not attending an IHSA Certified Clinic within three calendar years.
2. An official on pending suspension may remove the pending suspension status by making sure all 3 requirements are completed by the following dates. (Req: rules mtg video, exam pt 1 and IHSA certified clinic)  
Exam & Rules Video: April 15th  
Clinic Credit Redeemed: June 30th
3. Pending Suspension means that an official's license will be suspended for one year, in which the official will not be allowed to renew their license or officiate for any IHSA member schools in that particular sport.
4. Those on pending suspension can still fulfill contracts for the remainder of the current school term.

**K. Suspension**

1. An IHSA officiating license may be suspended for the following reasons, which reasons may be amended from time to time, but applied prospectively:
  - a. not attending a rules meeting and/or not meeting the examination requirements for two consecutive years.
  - b. not attending an IHSA Certified Clinic within three calendar years.
2. A suspended official may apply for a new active license upon completion of the period of suspension, subject to all of the other terms and conditions set forth in the Licensing Requirements. Promotion and credit for years of service are not earned and shall be lost during the period of suspension.
3. Member schools and assignors will have access to a list of all officials whose licenses have been suspended after the July 1 renewal.

**L. Disciplinary Probation**

1. An IHSA licensed official may be placed on disciplinary probation for the following reasons, which reasons may be amended from time to time, but applied prospectively:
  - a. report of failure to meet a contractual agreement;
  - b. failure to properly complete and submit required special report forms.
  - c. Reports of an official displaying a lack of proficiency, knowledge or understanding of the rules of the contest.
  - d. reports of an official displaying a lack of professionalism or misconduct.
  - e. report of physical or emotional limitations that prevent, restrict, or disqualify the person from performing the normal functions and duties of an official in that sport; and for which no reasonable accommodation can be made.
2. If an official is placed on disciplinary probation, he/she is ineligible for promotion in the current licensing year and may be ineligible for an IHSA post-season assignment; The individual must meet all requirements for an active license the subsequent year to avoid suspension.
3. An official who is found to have violated any of these provisions may have his/her license revoked.

**M. Disciplinary Suspension**

1. An IHSA officiating license may be suspended for the following disciplinary reasons, which reasons may be amended from time to time, but applied prospectively:
  - a. reports of the official failing to meet more than two contractual agreements.
  - b. failure to properly complete and submit required special report forms on more than three occasions.
  - c. report of abusive physical contact (including striking or shoving) or verbal abuse of a contestant, coach, or fan, immediately before, during, or after an IHSA contest at which the official is officiating.
  - d. reports of the official displaying a lack of proficiency, knowledge or understanding of the rules of the contest on more than three occasions.
  - e. reports of the official displaying gross acts of misconduct or unprofessional behavior.
  - f. indictment or charge for a felony or other crime.
  - g. failure to meet requirements of the IHSA conviction policy.
  - h. report of physical or emotional limitations that prevent, restrict, or disqualify the person from performing the normal functions and duties of an official in that sport; and for which no reasonable accommodation can be made; and
  - i. knowingly providing false, incomplete, or inaccurate information on an IHSA application, renewal form, special report form, or officials web site information page.
2. If an officiating license is disciplinary suspended, the official is ineligible to officiate for IHSA member schools during the time of disciplinary suspension.
3. A disciplinary suspended official may apply for a new active license upon completion of the period of disciplinary suspension, subject to all of the other terms and conditions set forth in the Licensing Requirements. Promotion and credit for years of service are not earned and shall be lost during the period of disciplinary suspension. If the reasons for the disciplinary suspension have been reversed by the proper authority having jurisdiction over the matter, all credit for years of service and promotion status will be reinstated and credit given for the period of the disciplinary suspension.
4. Member schools will be notified of all officials whose licenses have been disciplinary suspended after the July 1 renewal.



## II. GENERAL OFFICIATING INFORMATION

### A. Adding A Sport

Active officials may add a sport during the dates listed below. To add a sport, go online, complete the application, and pay the fee of \$0 for the first added sport, and \$10 for each additional sport. Materials are available and packets will be sent out.

Upon receiving your packet, you will have until the deadline date listed in your Officials Center site to take the online Part I examination and online rules video in that additional sport. You must score at least an 80% on the exam. **NOTE: YOU ARE NOT A LICENSED OFFICIAL IN AN ADDED SPORT UNTIL YOUR PERSONAL SITE SHOWS THAT YOU ARE LICENSED IN THE SPORT. YOU WILL NOT BE REMOVED FROM PROBATIONARY STATUS UNTIL YOU HAVE SATISFIED THE REQUIREMENTS.**

### B. Inactive License

An official may apply for an Inactive license; an official may be inactive in one sport and active in another sport. An official on inactive status:

1. is ineligible to officiate IHSA regular-season and post-season contests.
2. accumulates years of service.
3. may maintain current promotional status.
4. ("Certified" inactive officials only) may observe and evaluate other officials for promotional purposes.
5. ("Certified" inactive officials only) may observe and complete rating forms for other officials.
6. is not listed in the officials' directory; and
7. may not change to active status in an inactive sport until the next licensing cycle (July 1 of the next year).
8. must notify the IHSA in writing by the following dates:

Fall sports:	September 7
Winter sports:	December 7
Spring sports:	April 7
9. when an official resumes active status, he/she/they must attend a certified clinic if he/she/they has not met the clinic requirement prior to inactive status.
10. No printed materials are sent out to an official whose sport is on inactive status.
11. Inactive officials do not have to take the exam or view the online rules interpretation video, but an official can still do so if desired and will need to do so by the published deadlines.

### C. IHSA Officials Contracted in Other States

Officials who are licensed and reside in Illinois, and wish to officiate in another state, must meet the licensing requirements of that state. Many other border states grant reciprocal licenses at a reduced rate.

**Note:** Some bordering state associations have by-laws similar to the IHSA's, which penalize their member schools (with forfeiture, for example) for using non-licensed officials. This is particularly possible in the summer months when school is not in session, and the Illinois official intends to become licensed the next school year in a bordering state (or states) in a sport (or sports) that the official works in Illinois. **Example:** Officials licensed in Boys Baseball with the IHSA, but not with the Iowa High School Athletic Association, should not accept a contract or umpire interscholastic baseball games with Iowa High Schools. The use of non-licensed officials in the State of Iowa is cause for automatic forfeiture of the contest.

**D. IHSA Reciprocal Licensing for Bordering States included: Kentucky, Indiana, Iowa, Michigan, Missouri, Tennessee.**

Officials licensed in another state that shares a border with Illinois can obtain an officiating license in Illinois in one of the following manners:

1. If official wants to be eligible to work in the state series, the following criteria must be met:
  - a. Verification of license in border state
  - e. Successful completion of initial rules exam (equivalent of Part 1 exam in Illinois) in home state (yearly requirement)
  - f. Complete Concussion and HSHP training in IHSA Official Center
  - g. Background check conducted by IHSA
  - h. Enter at one level below the individual's current status in home state (official can advance like other officials in Illinois following the established manner in Illinois)
  - i. Required training (min. of 4 hours, i.e., attend a clinic or other approved training) within 2 school years of first licensing.
  - j. Registration cost: \$40.00 (approximately ½ full license fee)
  
2. If official does not want to work in state series, the following criteria must be met:
  - a. Verification of license in border state
  - b. Successful completion of initial rules exam (equivalent of Part 1 exam in Illinois) in home state (yearly requirement)
  - c. Complete Concussion and HSHP training in IHSA Officials Center
  - d. Background check conducted by IHSA
  - e. Enter at one level below the individual's current status in home state (officials can advance like other officials in Illinois following the established manner in Illinois)
  - f. Registration cost: \$20 (approximately ¼ of full license fee)

**E. Transfer from Another State Association to the IHSA**

All requirements must be met in the state of Illinois. The IHSA does not accept the transfer of exam scores, rules meetings, and clinics. The official may have the previous state association send years of experience and status level to be approved by the IHSA Administrator. An official coming from another state can be brought in at one level below their previous state status.

**F. Appeals**

An official who has had his/her license suspended, revoked or forfeited may petition for an appeal to the Board of Directors. It is the policy of the IHSA that conviction, adjudication or a finding of a sexual offense or any offense involving a minor is contrary to the interest of the IHSA and no appeal is permitted.

## III. PROMOTION

### General

Active officials may apply for a promotion to the next level after two years at their current level. If the second anniversary date falls during that sport season the official may go for promotion. For example, if a new Basketball official licensed for the first time on June 1, 2019, the official would not be eligible for promotion until the winter of the 2020-21 school year. Officials new to Illinois with comparable (High School or National Federation) experience from other states may have a maximum of one year waived for the initial promotion in Illinois. An official coming from another state will be brought into the Illinois system at one level below their current state status. If an official returns to Illinois, they may be reinstated at the promotional level they left Illinois, provided they have continued to officiate in other states. It is the official's responsibility to contact the former state association, and request that the appropriate information be sent to the IHSA. All information must be completed by the end of that sports season.

**IT IS THE RESPONSIBILITY OF THE OFFICIAL TO KNOW IF HE/SHE IS ELIGIBLE FOR PROMOTION.**

### A. Registered to Recognized.

Active officials must satisfy the following to be considered for promotion to the Recognized level:

1. **Application:** Complete the online application for promotion found in the Officials Center by the deadlines listed below. This application process is an online process and should be submitted electronically through the Officials Center.
2. **Rules Meeting Requirement:** View the Rules Interpretation Meeting on your personal site during the current sport season prior to the promotion test date.
3. **Examination(s):**
  - a. Submit the online Part I Rules Exam by the deadline and achieve an 84% on the test.
  - b. Achieve an 84% on the online Part II exam.
  - c. The Part II exam will be given online on the dates listed below. There will be a two-hour window to take the exam online. The two-hour time limit begins once you open and begin taking the exam. Once the two-hour period is over, the exam site will shut down. You will be graded on the questions you have answered. You will not be able to retake the exam. Your results will be posted immediately once you submit your exam.
4. **Recommendations:** You will need three (3) recommendations to be included with your online application for promotion. You will need one (1) from an IHSA member school Principal/A.D./Head Coach in sport applied for, one (1) from a certified official in the sport being applied for (excluding relatives) and the last one (1) can be from either an IHSA member school Principal/A.D./Head Coach in sport applied for or a certified official in the sport being applied for (excluding relatives). These individuals must log in to the Schools Center or Officials Center to affirm their opinion that an official possesses the rule knowledge and game management skills to deserve promotion.
5. An Official's IHSA officiating license cannot be on probation at the time the Part II test is administered.
6. The Official must have attended a Level 2 clinic within the previous calendar year prior to the start of the promotion exam.

**B. Recognized to Certified**

Active officials must satisfy the following to be considered for promotion to the Certified level:

1. **Application:** Complete the online application for promotion found in the Officials Center by the deadlines listed below. This application process is an online process and should be submitted electronically through the Officials Center.
2. **Rules Meeting Requirement:** View the Rules Interpretation Meeting on your personal site during the current sport season prior to the promotion test date.
3. **Examination(s):**
  - a. Submit the online Part I Rules Exam by the deadline and achieve an 88% on the test.
  - b. Achieve an 88% on the online Part II exam.
  - c. The Part II exam will be given online on the dates listed below. There will be a two-hour window to take the exam online. The two-hour time limit begins once you open and begin taking the exam. Once the two-hour period is over, the exam site will shut down. You will be graded on the questions you have answered. You will not be able to retake the exam. Your results will be posted immediately once you submit your exam.
4. **Recommendations:** You will need three (3) recommendations to be included with your online application for promotion. You will need one (1) from an IHSA member school Principal/A.D./Head Coach in sport applied for, one (1) from a certified official in the sport being applied for (excluding relatives) and the last one (1) can be from either an IHSA member school Principal/A.D./Head Coach in sport applied for or a certified official in the sport being applied for (excluding relatives). These individuals must log in to the Schools Center or Officials Center to affirm their opinion that an official possesses the rule knowledge and game management skills to deserve promotion.
5. An Official's IHSA officiating license cannot be on probation at the time the Part II test is administered.
6. The Official must have attended a Level 2 clinic within the previous calendar year prior to the start of the promotion exam.

**C. Promotion Application Deadlines**

SPORT	2023 - 24
Baseball _____	March 8, 2024
Basketball _____	November 17, 2023
Competitive Cheerleading _____	November 17, 2023
Dance _____	November 17, 2023
Football _____	September 1, 2023
Girls Gymnastics _____	November 17, 2023
Boys Lacrosse _____	March 8, 2024
Girls Lacrosse _____	March 8, 2024
Soccer _____	September 1, 2023
Softball _____	March 8, 2024
Swimming & Diving _____	September 1, 2023
Track & Field _____	March 8, 2024
Volleyball _____	September 1, 2023
Water Polo _____	March 8, 2024
Wrestling _____	November 17, 2023

- D. Part II Test Dates. The Part 2 test will be given online for one week - Tuesday to Tuesday - of the dates specified below.

There will be a two-hour window to take the test online. The two-hour time limit begins once you open and begin taking the test. Once the two-hour period is over, the test site will shut down. You will be graded on the questions you have answered. You will not be able to retake the test. Your results will be posted immediately once you submit your exam.

2023-2024	
Football, Volleyball, Swimming & Diving and Soccer	September 9 - 12, 2023
Basketball, Wrestling, Girls Gymnastics, Competitive Cheerleading, and Dance	November 21 - 28, 2023
Baseball, Softball, Track & Field, Boys Lacrosse, Girls Lacrosse and Water Polo	March 12 - 19, 2024

## IV. CONTEST ASSIGNMENTS, CONTRACTS & FEES

### A. Availability of Officials for Post Season Contests

IHSA officials must use the Officials Center to up-date all information concerning state series assignments.

Officials are responsible for ensuring that their availability for state series assignments is correct by the established deadline. Failure to do so will impact an official's receipt of a state series assignment.

Fall sports _____	September 7, 2023
Winter sports _____	December 7, 2023
Spring sports _____	April 7, 2024

### B. Independent Contractor Status.

IHSA licensed officials are considered independent contractors and not employees of the IHSA or member schools. As an independent contractor, the official is entitled to payment for services rendered, but has no entitlements which may be available to an employee of the IHSA or member schools. The IHSA does not assign officials except to state series contests. To find an assignor in your area, you will need to either contact the local high school Athletic Director or a local officials association.

### C. Contracts.

The IHSA strongly encourages all officials to enter into contractual agreements for all contests. Do not rely on verbal agreements. Although assignments may come from another source, contracts should be made with member schools. Refer to the sample in this handbook for specific language and information contained in a recommended IHSA contract. (Pgs. 33-35)

### D. Regular Season Assignments.

Regular season contests may be assigned by school personnel, local officials associations or a conference/school assignor. Any concerns or questions regarding these assignments should be directed to the assigning source or the member school.

### E. Post-Season Assignments.

The IHSA will assign officials to post season tournaments. There is no limit to the number of State Finals assignments for any official in any sport. Assignments are based on a number of factors, but not limited to the following:

1. Power Rating: 35 points possible, in 7 categories
  - a. Promotional level: X - R - C, C - 5 pts., R - 3 pts., X - 1 pt.
  - b. Part 1 exam score: 96 - 5 pts., 92 - 4 pts., 88 - 3 pts., 84 - 2 pts., 80 - 1 pt.
  - c. Previous tournament experience: SF - 5 pts., Super or Semi - 4 pts., Sec/Quart 3-pts., FB second round - 2 pt., Regional - 1 pt.  
Officials earn previous tournament experience points based on their farthest advancement in the state series within the past five school years.
  - d. All ratings (use percentile based on average rating divided by the number of ratings)  
90% - 5 pts. 80% - 4 pts. 70% - 3 pts. 60% - 2 pts. 50% - 1 pt.
  - e. Number of High School varsity games worked (this number is entered by the official through their Officials Center site)  
70% - 5 pts., 60% - 4 pts., 50% - 3 pts., 40% - 2 pts., 30% - 1 pt.  
(based on number of games allowed in the regular season for each sport by the IHSA by-laws)
  - f. Top 15 List from Assignors and Schools (based on percentile of average rating divide by the number of ratings)  
90% - 5 pts., 80% - 4 pts., 70% - 3 pts. 60% - 2 pts., 50% - 1 pt.
  - g. Clinic frequency: First year 5 pts; Second year 3 pts.; Third year 1 pt. (attendance at any clinic)
2. Must have a current certified clinic
3. Must have viewed a rules interpretation meeting online during the current year
4. Completed Officials availability
5. Geographic consideration of officials assigned
6. Preference is given to Certified Officials with high power ratings - than Recognized Officials with high power ratings. High power ratings may move a Registered Official over a Certified Official in early rounds of the post season tournament.

7. Information that the IHSA has on each official in our database that is reviewed to determine post season assignments:
- a. Power rating (maximum 35 pts.)
  - b. Percentile rating of the official
  - c. Percentile rating of the Top 15 List
  - d. Promotion level (X, R, C)
  - e. Previous tournament experience
  - f. Contests the official has officiated broken down by Class 1A/2A - Class 3A/4A and boys or girls contests
  - g. Level of clinic-1 or 2
  - h. Geographic location
  - i. Years of experience
  - j. Last certified clinic date & level of the clinic
  - k. Last rules interpretation date
  - l. Probation/Suspension status

*Officials need to make sure all data is correct on their own personal site.*

The information used to determine the Power Rating is only the last two years of data collected. The information updates weekly, so that coaches and officials ratings and Top 15 Lists are a combination of the last two years on each official.

- E. Fees.  
Fees are determined locally. The IHSA only establishes fees for IHSA State Series contests (The IHSA office will pay all postseason officials through ArbiterPay). All information regarding IHSA state series fees, etc., can be found in the Terms and Conditions of each sport.
- F. Schools Hiring Non-Licensed Officials.  
It is important for the integrity and advancement of the officiating profession that only those qualified and trained actually officiate IHSA contests. If you are aware that an IHSA member school is hiring non-licensed officials, please inform the IHSA Officials Department. The IHSA will investigate these allegations with your name remaining anonymous, if so desired.

## V. OFFICIALS RATINGS

- A. Procedures.  
Coaches are required to rate every official who works a varsity contest. Information that will be obtained will be a composite rating, win or loss information from coaches, and the number of contests worked. Individual ratings from coaches and schools will remain confidential. These ratings will be used to help determine postseason assignments. Officials will be able to view the percentile rating only. Schools have until the end of the state tournament series to rate an official.
- B. Levels:  
**State Final Official** – Must be good enough to be assigned to the State Final Tournament. Must be in the top 10% of all officials in the following categories: rule knowledge, physical appearance, mechanics and signals, positioning, game management, attitude/professionalism, consistency, judgment, and reaction to pressure. (#1 Rating)  
**Sectional Level Official** – Must be good enough to be assigned to a Sectional tournament. Must be in the top 25% of all officials in the following categories: rule knowledge, physical appearance, mechanics and signals, positioning, game management, attitude/professionalism, consistency, judgment, and reaction to pressure. (#2 Rating)  
**Regional Level Official** – Must be good enough to be assigned to a regional tournament. Must be in the top 50% of all officials in the following categories: rule knowledge, physical appearance, mechanics and signals, positioning, game management, attitude/professionalism, consistency, judgment, and reaction to pressure. (#3 Rating)  
**Varsity Level Official** – This official is good enough to be assigned to varsity contests but needs more game experience to become a regional level official. (#4 Rating)  
**Lower-Level Contest Only** – This official should be assigned to lower level contests to gain more game experience to become a Varsity level official. (#5 Rating)
- C. Average Rating.  
Each official who officiates a varsity contest should be rated by both schools. All the ratings are added together and divided by the number of ratings for the final rating. The IHSA administrator in charge of officials determines if a 5 rating stays as part of an official's rating.

The percentile ranking of your rating is the most important component of the rating process. The percentile ranking informs the official as to what percentile their rating falls according to all the other officials in that sport. If you have a 90% ranking this means that only 10% of the officials in that sport have a better average rating than you.

The percentile ranking is found by dividing the average rating by the number of ratings and then ranking that decimal according to all other officials in that sport.

Each school is responsible to meet a minimum number of ratings in each sport. The IHSA can now track the number of ratings entered by each school. A letter is sent to each principal listing the deficiencies in rating if the proper number is not met by each school.

## VI. IHSA LICENSED OFFICIALS PUBLICITY POLICY

IHSA Licensed Officials acknowledge that athletic contests and interscholastic competitions take place in the public. As such, there is no expectation of privacy in the images of officials at such events. The IHSA and/or its agents or designees may take, distribute, and use photographs at athletic contests and interscholastic competitions, which may include images of officials at such events and use the same for publicity, marketing and other appropriate purposes, including event programs.



## VII. OFFICIALS UNIFORMS

Appearance should be of prime importance to any official. There is no substitute for being neat and clean, on and off the court. In certain sports, officials may dress at the contest site. When off the court, officials should not wear uniforms. Officials should be neatly dressed. A professionally attired official will receive respect on and off the court. Uniforms prescribed in the rules publication in each sport shall be worn by IHSA officials.

### A. Patches

The IHSA only supplies first time officials with one shoulder emblem/patch. This item is a mandatory part of an official's uniform and must be worn by all officials. Our licensed vendors will embroider, upon request, the IHSA Officials logo to the uniform. (See list of vendors at: [www.ihsa.org](http://www.ihsa.org))

Officials may request additional patches in writing from the IHSA Office. Patches cost \$1 each. Please specify the official's name, address, and ID #, as well as the quantity desired. When a request containing the proper information and payment is received, the requested patches will be mailed. State Final officials may request additional state final patches at a cost of \$2 per patch.

1. The IHSA requires that all officials wear the IHSA Member Official patch.
  - a. The IHSA Member Official patch should be worn on the left sleeve approximately 2 to 3 inches below the shoulder line.
  - b. Patches on coats should be worn just below the shoulder line of the coat sleeve.
  - c. Patches worn on a baseball or softball cap should be properly centered in the front of the cap above the bill.
  - d. State Final Official Patches will be worn 1/2" below the IHSA Member Official patch.
  - e. The flag (2" x 3") may be worn on the right sleeve approximately 2" below the shoulder line. The stars should point forward on the right sleeve. (This is not mandatory.)
  - f. The IHSA logo on the left front chest is optional. Licensed vendors can provide the state final embroidery for those officials earning that recognition.
  - g. U.S. Military Veterans Patch. IHSA Licensed officials have the opportunity to send in a copy of their DD214 form to the IHSA in order to receive a complimentary U.S. Veterans patch. The patch will be worn on the right arm sleeve by officials, just below the area designated for the display of the United States flag.

### B. Baseball (CREWS MUST MATCH)

1. Heather gray or charcoal gray pants;
2. Navy blue coat/jacket/sweater/shirt;
3. Navy blue pullover;
4. Navy blue windbreaker;
5. Navy blue or black socks;
6. Black belt if applicable;
7. Proper umpire's cap (navy or black). Cap of plate umpire should have a 1 1/2" or 2 1/8" visor. Cap of base umpire should have 2 1/2" or 3" visor;
8. Black polished shoes with black laces. The shoes of the plate umpire should be of the safety variety. The base umpire should wear the molded or studded sole shoe;
9. Plate umpire needs:
  - a. ball and strike indicator,
  - b. small whisk broom,
  - c. protective supporter and cup,
  - d. chest protector,
  - e. sturdy mask,
  - f. shin guards,
  - g. navy blue or gray ball bag.
10. Sunglasses may be worn by plate and base umpires, but should be removed when conferring with coaches. Frames must be dark color or black, navy or brown
11. Baseball officials should not wear watches or jewelry.

### C. Basketball (G & B)

1. Standard black and white vertically striped knit shirt with short sleeves. Byron collared or V-neck

shirts are recommended (no turtle necks);

2. Black trousers (no flares);
3. Entirely black shoes with black shoelaces, all black socks;
4. Belt-should be entirely black;
5. Jackets-should be entirely black;
6. Whistle should have a neck cord and should be such that it may be heard. A second whistle should be carried for emergency.
7. Required IHSA patches must be properly worn.
8. Basketball officials should not wear watches or jewelry.

**D. Competitive Cheerleading**

1. Black pants or black skirt
2. White collared shirt
3. Required IHSA patches must be properly worn.
4. Black jacket with IHSA officials patch worn over the left breast pocket or sleeve.
5. Black Shoes.

**E. Competitive Dance**

1. Black pants or black skirt
2. White shirt
3. Required IHSA patches must be properly worn.
4. Black jacket with IHSA officials patch worn over the left breast pocket or sleeve.
5. Black Shoes.

**F. Football**

1. Black and white vertically striped, long or short sleeved knit shirt. The shirt shall have 1 inch stripes, black knit cuffs and Byron collar. All officials in a given game are to wear the same type shirt;
2. Standard, all white tapered knickers shall be worn with a short overflap below the knee (not more than 4 inches) or black pants with the white stripe down the leg (Note: The crew must be in the same pants); Black socks must be worn with black pants.
3. Stocking-black stockings (stirrup maximum 5") with a modified Northwestern stripe (1/2" white, 1/2" black, 1" white, 1/2" black, 1/2" white). White socks worn inside with low cut shoes or worn outside, 3" above the top of stirrup;
4. Shoes will be black with black shoelaces;
5. Black baseball cap with white piping. The referee will wear a white cap;
6. Black leather belt 1 1/4 to 2 inches wide;
7. Black jacket (not to be worn during game);
8. The uniforms should fit properly and be clean and neat. Shoes should be shined before each game.
9. Required IHSA patches must be properly worn.
10. Crew must match in shirt and pants worn.
11. Football officials should not wear watches or jewelry.

**G. Gymnastics (Girls)**

1. Navy blue jacket with IHSA officials patch worn over the left breast pocket.
2. (Women) dress slacks or skirt and top that coordinates with the jacket.
3. (Men) coordinating slacks, shirt, and tie.

H. Lacrosse (BOYS)

1. **SHIRT:** Black and white striped shirts: short or long sleeved, black collar and cuffs, pocket on front. Both officials to wear same length.
2. **PANTS:** Black with 4 pockets and belt loops. Minimum 6" inseam. If compression shorts, must be black and may not extend below hem of shorts,
3. **LONG PANTS:** Solid black nylon pants with zipper leg closures. NO sweat pants.
4. **BELT:** Black leather, 1-2 inches thick, plain silver buckle
5. **UNDERSHIRTS:** solid black
6. **SOCKS:** Black "ankle" socks. No- show or crew socks are prohibited.
7. **SHOES:** all black with black laces
8. **JACKET:** solid all black jacket.
9. **HAT:** must be black with 1/8th inch white piping
10. **WHISTLES:** black in color. A black FOX 40 FINGER whistle is required
11. **PENALTY FLAGS:** solid gold; 2 flags carried in the front and tucked into the waistband of shorts.
12. **TIMER:** 20 second timer
13. **GLOVES:** black, optional when cold
14. **TAPE** measure
15. Boys Lacrosse officials should not wear watches or jewelry.

I. Lacrosse (GIRLS)

1. **SHIRT:** one inch vertically striped black and white shirt (short or long sleeves). Both officials to wear same length.
2. **PANTS:** black kilt, shorts, or slacks
3. **JACKET:** one inch vertically striped jacket or solid black jacket, if called for because of the weather;
4. **ACCESSORIES:** All must be black: visor, hat, turtleneck, shoes, whistle, lanyard, sunglasses.
5. Girls Lacrosse officials should not wear watches or jewelry.

J. Soccer (G & B)

1. Yellow or black IHSA-approved shirt
2. Black shorts – Officials may wear black pants in inclement weather.
3. Black shoes
4. Black socks with two or three white horizontal stripes
5. Whistles, yellow card, red card, watch, coin, writing instrument, scorecard
6. If officials choose to wear a cap, it shall be a solid black cap or a black cap with an IHSA logo.
7. Soccer officials are allowed to wear a watch as a timekeeping device.
8. Soccer officials should not wear other jewelry.

**NOTE:**

Only the official IHSA Jersey may be worn for ALL games during the 2023-2024 seasons.

**K. Softball (CREWS MUST MATCH)**

1. Heather gray/navy/charcoal gray pants (heather gray will be worn in state series)
2. Navy blue coat/jacket/sweater; coats and jackets may contain powder blue shoulder inserts (crews need to match for State Series). Jackets may be short or long sleeve.;
3. Button pullover mesh with navy and white stripes in color and sleeve ends. Powder blue/navy blue shirt, short or long sleeved (white/navy T-shirt underneath is required);
4. All officials will wear the light (powdered) blue embroidered blue shirt in all post-season contests. The IHSA Officials patch should be placed on the left hand sleeve of the shirt as well.
5. Navy blue or black socks;
6. Navy or black belt, no "large" belt buckle. Patent is allowable.;
7. Proper umpire's cap. Cap of plate umpire should have 1 1/2 " or 2 1/8 visor with 4-6 stitches. Cap of base umpire should have 2 1/2" or 3" visor with 6-8 stitches; crew should be alike either solid navy blue or with IHSA logo;
8. Solid black polished or patent black shoes with black laces. The shoes of the plate umpire should be of the safety variety. The base umpire should wear the ripple or sudden style sole;
9. Plate umpire needs:
  - a. ball and strike indicator
  - b. small whisk broom
  - c. protective supporter and cup (male only)
  - d. chest protector
  - e. sturdy mask, with throat extender or protector. Umpires wearing hockey style mask must carry hat in pocket/ball bag to wear between innings and when conferring with coaches/umpires
  - f. the frame of all sturdy masks should be black or nickel and the outer padding must be black
  - g. shin guards, hat must be worn
  - h. two navy blue ball bags
10. Sunglasses may be worn by plate and base umpires but should be removed when conferring with coaches. Frames must be dark color or black, navy or brown
11. Softball officials should not wear watches or jewelry.

**L. Swimming & Diving (B & G)**

1. White slacks or long white shorts;
2. White collared shirt (front pocket recommended);
3. White socks and white tennis shoes with minimum accent colors.

**NOTE:** Whenever possible, officials in a given contest should wear the same attire.

**M. Track & Field (B & G)**

1. Starter's sleeve must be a solid color: red, yellow or orange.
2. White collared shirts, short or long sleeved.
3. Blue, black, khaki or gray pants or shorts, no jeans or sweat pants/shorts.
4. Blue jacket with a red, yellow, or orange sleeve customized to the coat, or a plain blue jacket with a separate starter's sleeve.
5. Blue or red sports coat may be worn, tie is optional.

If not acting as the starter or referee, wear apparel provided by the meet management or white shirt with pants as in No. 3.

**N. Volleyball (B & G)**

1. An all-white, cyan blue, or light gray short-sleeved, collared polo shirt with 2 or 3 buttons that match the color of the shirt. The shirt may or may not have a pocket. The shirt must be tucked in.

2. A long sleeve white shirt worn under the short sleeve polo may be worn on cold days.
3. If officials wear a sweater or jacket before the match, it should match the Uniform.
4. All Black Slacks. (Warm ups, corduroy or denim jeans are prohibited)
5. Solid black shoes and solid black socks
6. The IHSA official patch must be worn on the left sleeve 2-3 inches below the shoulder line. State final officials patches must be worn below the IHSA official patch. The 2x3 American flag, if worn, must be on the Right sleeve 2 inches below the shoulder line.
7. Whistle: clear tone.
8. Line-Up Cards/Pen/Pencil
9. Set of Yellow & Red Cards
10. Coin
11. Watch

O. Water Polo (B & G)

1. White slacks or long white shorts;
2. White collared shirt (front pocket recommended);
3. White socks and white tennis shoes with minimum accent colors.

NOTE: Whenever possible, officials in a given contest should wear the same attire.

P. Wrestling

1. Standard black and white short-sleeved knit shirt or a gray shirt with black pinstripes;
2. Black full-length trousers and black belt;
3. Black gym shoes and socks;
4. Coin, colored disk and a black whistle;
5. Red and green arm bands.
6. Wrestling officials should not wear watches or jewelry.

## VIII. REPORT FORMS AND SPORTSMANSHIP ILLUSTRATIONS

### A. Special Report Forms. Completion of a Special Report form is required when:

1. There has been a player ejection and violation of by-law 6.011;
2. There has been a coach ejection and violation of by-law 6.012.
3. An official has sent a player out of competition due to signs and/or symptoms of a concussion.

All reports are available online and are sent directly to the member school and the IHSA on-line.

#### **By-laws 6.011 and 6.012**

##### **6.011 Players Ejected for Unsportsmanlike Conduct**

Any player ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IHSA or the school may assess.

##### **6.012 Coaches Ejected for Unsportsmanlike Conduct**

Any coach ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IHSA or the school may assess.

### B. SAWA Reports.

The IHSA strongly recommends that officials take the time to fill out a SAWA form when outstanding sportsmanship is observed. Athletes, coaches, fans and school personnel should be recognized for their outstanding ability to Sport A Winning Attitude.

This form is available on-line and is sent directly to the IHSA on-line.

#### **Sportsmanship Mission Statement:**

Good sportsmanship is the attitude and behavior that exemplifies positive support for the interscholastic programs of IHSA member schools, as well as for the individuals who participate in such programs. People involved in all facets of the interscholastic program are expected to demonstrate respect for others and display good sportsmanship.

Improving sportsmanship remains one of our highest priorities. By-laws 6.011 and 6.012 are a part of the continuing efforts of IHSA member schools to improve sportsmanship.

### **Instructions**

For the purpose of by-laws 6.011 and 6.012, "Unsportsmanlike Conduct" will include the following: fighting, verbal abuse or dissent directed toward an official or opponent, racial or ethnic slurs, profanity or obscene gestures, flagrant or violent fouls, taunting, trash-talking, or baiting, cheating, throwing or abusing equipment, physical intimidation or abuse of an official or opponent, and unauthorized leaving of the team bench area.

When a player or coach is ejected from a contest, he/she may not play or coach the rest of that contest. In addition, the ejected player or coach may not play or coach in the next interscholastic contest at that level of competition, whether held the same day or a subsequent day, and all other interscholastic contests at any level in the interim. If a coach or athlete is ejected from the last contest of a season, he/she may not coach or play in the first contest of the next interscholastic sport/activity in which the coach or player participates.

During a suspension for unsportsmanlike conduct coaches may not attend contests or travel with the team to and from contests for which they have been suspended.

A full written description of the incident, utilizing the IHSA Special Report Form, **must be submitted online by the official to the principal of the ejected player or coach and the IHSA within 48 hours of the incident by using the online special report form.**

Schools are to set up administrative procedures to ensure proper enforcement of the by-law. Failure to enforce the by-law will result in automatic forfeiture of all contests which the player or coach participates in until the required suspension is carried out. Ejections for unsportsmanlike conduct are considered decisions of contest officials and will not be subject to appeal (by-law 6.033). Schools and the IHSA may assess additional penalties for unsportsmanlike conduct of players and coaches.

**Officials must be completely certain and confident that a player's or coach's actions/language warrant an ejection. When a player or coach is ejected, an official cannot change his/her decision either during or after the contest.**

## Illustrations

- Q. May coaches who are ineligible for a contest due to a suspension for unsportsmanlike conduct travel with the team to the contest or attend the contest?  
A. No.
- Q. May players who are ineligible for a contest due to a suspension for unsportsmanlike conduct travel with the team to the contest or attend the contest?  
A. Yes. However, ineligible players may not appear in uniform at the contest.
- Q. If a player or coach is ejected from a junior varsity soccer game, when is he/she eligible to participate?  
A. A player or coach ejected from a junior varsity soccer game for unsportsmanlike conduct will not be eligible to participate at any level of competition in soccer until the next junior varsity soccer game has been completed. If there is no contest at the same level within a ten day period, the ejected player or coach may fulfill the requirements of the by-law by missing three contests for another team(s) at any level in the same sport for which they are a rostered player or contracted coach.
- Q. If a player is disqualified for committing five personal fouls in a basketball game, must he/she sit out the next game?  
A. No. By-law 6.011 only applies when players are ejected for unsportsmanlike conduct.
- Q. If a player is ejected from the first game of a doubleheader in softball, is she eligible to play the second game of the doubleheader?  
A. No.
- Q. In the situation in question 5, if the girl was in the lineup for the second game should the umpire allow her to play?  
A. Yes. Game officials are not responsible for enforcing by-laws 6.011 or 6.012. The ejection from the first game should be reported as required. (Please note: All ejections for unsportsmanlike conduct must be reported in writing to the IHSA and the member school(s) involved by officials within 48 hours of the incident.)
- Q. In some sports players and coaches may be ejected from a contest for reasons other than unsportsmanlike conduct. Do by-laws 6.011 and 6.012 still apply?  
A. No. By-laws 6.011 and 6.012 only apply when players or coaches are ejected for unsportsmanlike conduct. Please consult the definition of unsportsmanlike conduct provided in this brochure.
- Q. What if a school fails to enforce by-laws 6.011 or 6.012?  
A. Schools will be required to forfeit any contest(s) (including an IHSA state series contest) when a player or coach is allowed to participate when he/she is ineligible due to an ejection for unsportsmanlike conduct. This is not the job of the official to enforce. If this does occur, the official should officiate the contest and file a special report form with the IHSA following the contest.
- Q. May a school schedule a contest after a player or coach has been ejected for unsportsmanlike conduct to fulfill the requirements of by-laws 6.011 or  
A. No. Coaches or players ejected for unsportsmanlike conduct must miss the next regularly scheduled contest. Contests that are rescheduled prior to an ejection because of inclement weather, etc., will be treated like a regularly scheduled contest.

## Officials — Keys to Good Sportsmanship

One of the goals of interscholastic competition is to teach important values while enriching the educational experience of the young men and women who participate. Good sportsmanship is certainly one of those important values, and as a result, promoting good sportsmanship is clearly a high priority.

The IHSA believes officials play key roles in teaching and promoting good sportsmanship. The following information contains a brief summary of sportsmanship expectations for officials. By following these guidelines, officials can enhance the lifelong lessons that are being taught in the interscholastic classroom. Please review these carefully and remember to **SPORT A WINNING ATTITUDE** when officiating interscholastic contests for IHSA member schools.

- Accept your role in an unassuming manner. Showboating and over-officiating are not acceptable.
- Maintain confidence and poise, controlling the contest from start to finish.
- Know the rules of the game thoroughly and abide by the established Code of Ethics.
- Publicly shake hands with coaches of both teams before the contest.
- Never exhibit emotions or argue with participants and coaches when enforcing rules.
- When watching a game as a spectator, give the officials the same respect you expect to receive when working a contest.

## IX. OFFICIALS INSURANCE

The IHSA will provide insurance for all licensed officials. An explanation of the insurance and contact person for the insurance company is located in the Officials Center.

## X. GROWING AS AN OFFICIAL

The day you stop learning as an official is the day you start to deteriorate. High school sports programs in the State of Illinois are improving every year, and it is part of the job of the officials to grow with the games. Always remember that in order to improve, you have to be open to criticism from others. Use each contest as a learning experience. Even the best officials make mistakes.

Here are some tips for both new and veteran officials on how to keep sharp and ahead of the game.

1. **KNOW THE RULES** in order to avoid problems.
  - a. Review the rule book and note the changes.
  - b. Converse with other, more experienced officials about rules or game situations.
  - c. Observe other officials work. Watch your counterparts during contests paying specific attention to his/her rule application, positioning, and mechanics.
2. Do not pass up the opportunity to work scrimmages or inter-squad events. These provide invaluable experience and a great pre-season warm-up.
3. **MECHANICS** and **POSITIONING** are an extremely important dimension to officiating any sport
  - a. Be in the right place at the right time. Try not to put yourself in a situation where it is difficult to make the best call because you are not hustling, and as a result, are out of position.
  - b. If you are working with a partner, always be aware of where your partner is and what area he/she/they is covering.
  - c. Be vocal and confident when making a call. Proper mechanics not only look cleaner but increase the credibility of the official.
  - d. Attending Officials Clinics is a great way to find the areas in which you can improve in order to be a better official.
4. **Physical Fitness**
  - a. It is strongly recommended by the IHSA that all member officials submit themselves to a thorough physical examination by a competent physician before officiating.
  - b. Officials need to meet the physical demands of the job; this means conditioning is necessary before the season begins. Physical fitness is proven preventative medicine.
5. **Pre-Game Preparation**
  - a. Like an athlete, an official must have some kind of pre-game warm-up to allow his/her/their body time to physically adjust to the start of the game and its stresses.
  - b. Pre-game should be used to put yourself into the mental aspect of the game. Prepare yourself for what will happen, what could happen, and what has happened before. Focus is key.
  - c. Pre-game should also be used to communicate with your partner/s (when applicable). It is imperative that you communicate when working with a partner. Communication makes for a smoother game.
6. **Goal Setting**
  - a. Setting attainable goals for each season is a way to focus on working hard to be the best official that you can possibly be.



## **XI. IHSA BY-LAWS THAT APPLY TO OFFICIALS AND CONTRACTS**

### **1.000 CONSTITUTION**

#### **1.450 STATEWIDE INTERSCHOLASTIC ACTIVITIES**

The Board of Directors shall have complete authority, subject to the provisions of the Constitution and By-laws, to organize and conduct such statewide interscholastic activities as may or may not lead to state championships and to establish Terms and Conditions for these activities. Whenever it is deemed advisable, the Board shall call upon specialists from the high school field for such technical or other advice and assistance as may seem necessary. The expenses of such specialists incurred in activities ordered by the Board of Directors shall be paid by the Association. In addition, the Board of Directors shall establish and publish criteria to be followed in the selection of schools to host state tournament series events.

### **2.000 BY-LAWS, SCHOOLS**

#### **2.020 RESPONSIBILITY OF THE PRINCIPAL**

The principals, as defined in Section 1.200 of the Constitution, or their designates, shall be responsible to this Association for matters pertaining to all athletic as well as non-athletic activities of their school. In addition, they shall be responsible to insure that their school is properly represented at all interscholastic events and be responsible for the conduct of their team and other persons from their school.

#### **2.040 SPORTSMANSHIP OF SCHOOL REPRESENTATIVES**

**2.041** Students, school staff, boards of education, spectators and all other persons connected directly or indirectly with a member school shall practice and promote the highest principles of sportsmanship and the ethics of competition in all interscholastic relationships. The Executive Director shall have authority to investigate allegations and incidents of unsportsmanlike conduct or conduct which adversely affects the ethics of competition in connection with interscholastic contests. The Executive Director shall also have full authority to invoke penalties, in the context of the provisions of Division 6.000 of these by-laws, against a member school and/or individuals whose conduct in connection with an interscholastic contest violates these principles or ethics.

**2.042** Member schools shall maintain proper crowd control and enforce the principles of good sportsmanship and ethics for all interscholastic activities. The Executive Director shall have authority to investigate reported incidents of unsportsmanlike conduct or conduct which adversely affects the ethics of competition in connection with interscholastic contests and shall have full authority to invoke penalties, in the context of Division 6.000 of these by-laws, against a member school which fails to fulfill its obligations as provided in this section.

#### **2.080 SELECTION AND USE OF REGISTERED OFFICIALS**

All major officials for athletic contests must be licensed with the IHSA in the sport the individual is to officiate, except that in the event contracted officials do not appear for a contest below varsity level, and with mutual consent by all competing schools, members of the coaching staff, faculty, and/or administrative staff of any of the competing schools may officiate the contest. The Board of Directors shall be responsible to establish policies and procedures governing the licensing process.

The names of game officials for each interscholastic athletic contest must be submitted by the host school to the visiting school not later than five school days before such contest and must be mutually agreed upon not later than the night preceding the contest.

#### **2.090 SEASON LIMITATION IN ATHLETIC ACTIVITIES**

No school belonging to this Association shall organize its teams, practice, scrimmage or participate in any interscholastic sport outside of the season limitations as prescribed in Section 5.000 of these by-laws; nor shall any person who coaches any sport at a member school coach or supervise a non-school team in any interscholastic sport comprised of students from that school, except within the guidelines promulgated by the IHSA Board of Directors.

#### **2.100 ALL-STAR TEAMS AND GAMES**

No athletic team from any member school may compete against an "all-star" team. No school official from a member school shall assist, either directly or indirectly, with any contest by an all-star team during the school year, unless the contest is approved by the Board of Directors.

## **2.110 OFFICIALS' ATTENDANCE AT RULES INTERPRETATION MEETINGS**

Attendance at the annual Association sponsored sport rules interpretation meetings shall be required for all registered athletic officials, provided rules meetings are conducted in the sport. Failure to comply with this requirement may be penalized by probation, restriction on assignments or suspension of the official's registration.

### **Rules Meeting Questions**

- Q.** What is to be the penalty for officials who do not attend or view the online rules interpretation meeting as required by this rule?
- A.** Violations of this by-law cause the official to go on probation and/or suspension.

Failure to attend an IHSA rules meeting in a sport shall result in a one-year probation period in that sport for the official. Probation means that the official may not be eligible for assignment to the state tournament series and will not be eligible for promotion in the sport for one year.

Failure to attend an IHSA rules meeting in a sport for two (2) consecutive years shall result in a one-year suspension in that sport. Suspension means that the official will lose licensing privileges in that sport for one (1) year and will lose all ratings in that sport. After the year's suspension, an official may reapply in that sport, but will be at the level of registered, with no promotion status retained.

- Q.** May an official who fails to attend or view an online rules meeting the first year, and is thereby on probation, officiate regular season contests for pay?
- A.** Yes.

## **3.000 BY-LAWS, ATHLETIC**

### **3.100 INDEPENDENT TEAM PARTICIPATION**

**3.101** During the school season for a given sport, in a school which maintains a school team in that sport, a student shall not participate on any non-school team, nor as an individual unattached in non-school competition, in that given sport. Violation shall cause ineligibility for a period not to exceed one semester. An exception may be made by the Board of Directors if the participant is trying out for or competing as a representative of the United States in recognized national or international events.

### **3.140 MISBEHAVIOR DURING CONTESTS**

**3.141** Students participating in interscholastic athletic contests in violation of the By-laws, or other persons found to be in gross violation of the ethics of competition or the principles of good sportsmanship, may be barred by the Board of Directors from interscholastic contests.

## **6.000 BY-LAWS, PROTESTS PENALTIES AND HEARING PROCEDURES**

**6.011** Any player ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IHSA or the school may assess.

**6.012** Any coach ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IHSA or the school may assess.

### **6.030 PROTEST PROCEDURE**

**6.033** The decisions of game officials shall be final; protests against the decision of a game official shall not be reviewed by the Board of Directors.

**6.034** Principals should file with the Executive Director, on forms provided by the IHSA Office, reports of unsatisfactory performance on the part of game officials, which may be due to alleged lack of knowledge of the rules, errors in judgment, or improper conduct.

### **6.050 BREACH OF CONTRACT BETWEEN SCHOOL AND OFFICIAL**

In case of breach of contract between a member school and official, either in total or in part, the Board of Directors shall have authority to assess as a penalty against the offending party the sum of \$10, in addition to the forfeit named in the contract.

**6.051** All contracts between schools and officials shall be written on the Contract for Officials form supplied by the Board of Directors through the IHSA Office. The Terms and Conditions of these contracts should be scrupulously observed.

**6.052** If, in the judgment of the Board of Directors, the contract has been broken by the school and no forfeit has been named in the contract, the penalty shall consist of an amount not to be in excess of the contractual sum to be paid the official, plus a breach fee of \$10.

**6.053** If, in the judgment of the Board of Directors, the contract has been broken by the official, the penalty shall consist of an amount not to exceed the entire cost of employing a substitute official, plus a breach fee of \$10.

**6.054** If, in the judgment of the school or official, there are extenuating conditions, a hearing may be held. Written request for such hearing must be submitted to the Executive Director, who shall be responsible for conducting an investigation and hearing.

**6.055** If an official's contract is made during a given school year for a contest to be played during the next school year and if, in the meantime, there is a change in the school principalship, the contract is valid only if and when the incoming principal has been notified of the existing contract and has sanctioned it or has failed to inform the official of cancellation within one week after the notification.

## **XII. OFFICIAL'S FEE FOR SUSPENDED OR POSTPONED CONTEST**

Officials will receive the fee listed in the Terms and Conditions for all State Tournament contests except for the following conditions:

1. An official is notified before arriving at the site — No compensation
2. An official arrives at the site, and the contest is suspended/cancelled before it begins:
  - A show up fee is provided to the official which is one half of the game fee
  - Mileage reimbursement for miles over 70 round trip
3. Contest is started, and then is suspended until the next day:
  - Official gets full fee for the partial game and then a full fee for the completion of the game the next day.
  - Mileage reimbursement for miles over 70 round trip

Rule Interpreters Fee:

- \$50 per meeting plus mileage
- Note: any overnight must be approved by IHSA
- Mileage will be paid

Clinicians Fees

1. IHSA Sponsored Free Clinics
  - \$125 per Free Clinic for the certified clinician
  - \$50 per Free Clinic for non-certified staff
  - Note: Any more than 2 paid instructors for each Level, and any overnight stays must be approved by the IHSA
  - Mileage will be paid
2. Any association that puts on a clinic will need to reimburse the clinician(s) working the clinic.

Coordinator of Officials at State Finals

- \$125 per day
- Mileage reimbursement
- Lodging as approved by Sport Administrator

## **XIII. ATHLETIC INJURY GUIDELINES**

These guidelines are for your protection and the protection of the athlete.

Coaches and medical personnel must be aware that some sport rules will require officials to remove an injured player and/or charge the team with a time out.

Coaches and medical personnel should be allowed to enter the field/court and should be given unlimited time to evaluate an injury and give emergency care. Officials should not request that coaches move an injured athlete.

The official's only role in dealing with athletic injury is to stop play as soon as possible. Officials should not encourage an injured athlete to move nor should they offer medical advice or act in any way dictating injury management.

(list here)

## **XIV. SEVERE WEATHER GUIDELINES**

These severe weather guidelines should be followed during any IHSA contest or pre-season football scrimmage. These guidelines were developed in conjunction with the IHSA Sports Medicine Advisory Committee and other related professional organizations who are leading in these fields. Player safety should never be compromised, regardless of when severe weather conditions present themselves (Guidelines included on following page or can be found at: [https://www.ihsa.org/documents/sportsMedicine/IHSA-Severe\\_Weather\\_Safety\\_Guidelines.pdf](https://www.ihsa.org/documents/sportsMedicine/IHSA-Severe_Weather_Safety_Guidelines.pdf))

# IHSA Severe Weather Safety Guidelines

*To be used during any IHSA state series contest*

When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Take shelter immediately.

Lightning is one of the most consistent and underrated causes of weather-related deaths or injury in the United States. Nearly all lightning-related injuries occur between the months of May and September and between the hours of 10:00 a.m. and 7:00 p.m. Therefore, the greatest concern for injuries in an outdoor contest appears to be during that time, though it can happen any time of year.

It is essential that local managers, competing schools, and contest officials establish dialogue in advance of contests or events to ensure that all involved are aware of what the plan will be in determining whether or when to suspend play. Local managers are encouraged to share their plan with competing schools and assigned contest officials prior to the start of the tournament/event.

If competing schools have portable devices they will be bringing to a contest/event and/or have specific policy or directions from their administration that they must follow, the school must communicate those to the tournament manager. Tournament managers must know the policies of each school assigned to their tournament or event prior to its start.

## PROACTIVE PLANNING

- 1) Assign staff to monitor local weather conditions before and during practices and contests
- 2) Develop an evacuation plan, including identification of appropriate nearby safer areas and determine the amount of time needed to get everyone to a designated safer area:
  - a. A designated safer place is a substantial building with plumbing and wiring where people live or work, such as a school, gymnasium or library. An alternate safer place from the threat of lightning is a fully enclosed (not convertible or soft top) metal car or school bus.
- 3) Develop criteria for suspension and resumption of play:
  - a. When thunder is heard, or lightning is seen\*, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for at least 30 minutes and vacate the outdoor activity to the previously designated safer location immediately.
  - b. 30 minutes rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning is witnessed\* prior to resuming play.
  - c. Any subsequent thunder or lightning\* after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.
  - d. When lightning-detection devices or mobile phone apps are available, this technology could be used to assist in making a decision to suspend play if a lightning strike is noted to be within 10 miles of the event location. However, you should never depend on the reliability of these devices and, thus, hearing thunder or seeing lightning\* should always take precedence over information from a mobile app or lightning-detection device.  
*\*- At night, under certain atmospheric conditions, lightning flashes may be seen from distant storms. In these cases, it may be safe to continue an event. If no thunder can be heard and the flashes are low on the horizon, the storm may not pose a threat. Independently verified lightning detection information would help eliminate any uncertainty.*
- 4) Review the lightning safety policy annually with all administrators, coaches and game personnel and train all personnel.
- 5) Inform student-athletes and their parents of the lightning policy at start of the season.

## EVACUATION PLAN

**Safe Areas:** All personnel, athletes and spectators should be clearly informed of available safe structures or shelters in the event a thunderstorm approaches. A safe structure is any fully enclosed building frequently used by people. In absence of that – athletes and spectators should go to any vehicle with a hard metal roof. Roll up the windows and do not touch the sides of the vehicle. If no safe structure or vehicle is available, find a thick grove of small trees surrounded by taller trees or a dry ditch. Assume a crouched position on the ground with only the balls of your feet touching the ground. Wrap your arms around your knees and lower your head. Minimize contact to the ground since lightning often travels through the ground.

**Avoid:** Tall trees or objects like light poles or flagpoles, individual trees, standing pools of water and open fields. Also avoid being the highest object on the field. Do not take shelter under trees. Avoid bathrooms if another building is available, and do not use a land-line telephone. A cellular phone or portable phone is a safe alternative if in a secure shelter or vehicle.

**Resuming Activity:** The NSSL (National Severe Storms Laboratory) recommends that everyone should wait at least 30 minutes after the last flash of lightning or sound of thunder before returning to the field or activity.

## IHSA RULE INTERPRETERS

### BASEBALL

Alan Albert, Chicago (Head Clinician)  
 Drew Fowler, Tinley Park  
 Bill Olsen, Elk Grove Village  
 Gregory Pavloff, DuQuoin  
 Richard Panovich, Palos Hills  
 Brad Stearns, Springfield

### BASKETBALL

Fred Allman, Addison  
 Harry Bohn, Clarendon Hills (Head Clinician)  
 Gary Gustafson, Troy  
 Kim Poulter, Chicago  
 Roger Quinlan, Rantoul  
 Darrin Sortor, Sherman

### DANCE

Gina Dryden, Schaumburg  
 Sara Flanigan, Crystal Lake  
 Lynn Gelatka, Beecher (Head Clinician)  
 Cyndi Kraemer, Decatur  
 Cindy Albright, Antioch

### FOOTBALL

Bill Book, Fairfield  
 Marv Dampeer, Decatur  
 James Glueckert, Arlington Hts.  
 Chris Hartbank, Mattoon  
 Rick Karhliker, Sherman (Head Clinician)  
 William Laude, Frankfort

### GIRLS GYMNASTICS

Kathy Krebs, Crete (Girls, Head Clinician)

### BOYS/GIRLS LACROSSE

Tom Cummings, Arlington Hts (Boys, Head Clinician)  
 CarolLynn Ellison, Batavia (Girls, Head Clinician)

### SOCCER

John Anderson, Vernon Hills (Head Clinician)  
 W.J. Bean, Kent, OH  
 Richard Geati, Arlington Heights  
 Rich Goldbergm Lakemoor  
 John Martelin, Rockford  
 Timothy Reger, Northfield  
 Chris Rudolph, Libertyville  
 Gary Stephens, Decatur  
 Jay Weis, Mundelein  
 Mike Wilson, Paxton  
 Mike Moore, Park Ridge  
 Hanah Shehaiber, Chicago Ridge  
 Alan Lefter, Peoria

### SOFTBALL

Emory Appleberry, Springfield  
 Ted Knapp, Mt. Vernon  
 Dan Krueger, Schaumburg  
 Roger Nichols, Normal (Head Clinician)  
 Travis Pate, Greenville

### SPIRIT

Shaunda Brown, Florissant, MO (Head Clinician)  
 Sara Flanigan, Crystal Lake  
 Laura Wager, O'Fallon  
 Angela Wilmington, Chillicothe

### SWIMMING/DIVING

Michael Hutton, Lake In The Hills  
 Kevin Moss, Peoria  
 Joe Plack, Deerfield (Head Clinician)  
 Mark Anderson, Arlington Hts.

### TRACK/FIELD & CROSS COUNTRY

Kenric Bond, Lisle  
 Christina Butterbrodt, Dwight  
 Bill Derks, Rochester  
 Jason Gray, Swansea  
 Jamero Rainey, Edwards (Head Clinician)  
 David Stier, Sherman  
 David Mitchell, Peoria

### VOLLEYBALL

Julie Terstriep, Industry  
 Karen McNaught, Chatham (Head Clinician)  
 Barb Maue, Shiloh  
 Nancy Nester, Gurnee  
 Mark Trapp, Villa Park  
 Ed Vesely, Aurora  
 Pamela Young, Chicago

### WATER POLO

Nick Cargola, Elk Grove Village  
 Glenn Gabriel, Hickory Hills  
 Richard Marsh, Sugar Grove  
 Mike Mitchell, Palatine  
 Victor Rarau, Mt. Prospect (Head Clinician)  
 Joshua Schroeder, Schaumburg

### WRESTLING

Anthony Clarke, Zion (Head Clinician)  
 Ray Eickelschulte, Fowler  
 Dan Fulscher, Lincoln  
 Bill Honeycutt, Woodridge  
 Mike Hurckes, Ringwood  
 Nathaniel Kessen, Sugar Grove  
 Shane Morgan, Oswego

## **CODE OF ETHICS**

### **NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS**

The NFIOA 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 or 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 a 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.

**The Official** shall avoid the use of tobacco products at the contest site.

**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.

## **SOCIAL MEDIA GUIDELINES FOR OFFICIALS**

1. Consider social media communications as public at all times – even if created with private intentions. If you are going to use social media in any form, consider your communication may be read by anyone at any time.
2. You are representative of the officiating industry, your state association, your local association, your assignors, and your partners. Act accordingly.
3. Promote officiating in a positive light and with a general feeling of pride and professionalism. You are an ambassador for officiating.
4. You have a unique access to information. The same ethical restrictions that apply to any form of public speech also apply to social media. It is inappropriate to communicate specifics about your assignments, other officials, conferences/schools, coaches, players, or any related personnel.
5. Do not engage in specific play and/or ruling evaluation/commentary, whether it be of a game you worked, one that you witnessed, or in general about the impact of officials in any sporting event.
6. Communications among officials for learning purposes should be done privately and not through the use of social media. Be mindful that email and other forms of direct communication can be made public.
7. Be very sparing in the sharing of your personal information, including photos. Adjust security settings accordingly. Report fake profiles or posts to the appropriate authorities/governing bodies in a timely fashion.
8. Follow specific conference, school and/or governing body social media policies.

(Adopted from the National Association of Sports Officials.)

Officials who violate these guidelines could face disciplinary consequences detailed in Section I of the IHSA Officials Handbook.