

2004-2005



# Officials Licensing Guidebook

Kentucky High School Athletic Association

Officials Division



2280 Executive Drive  
Lexington, KY 40505

Phone: (859)299-5472 · Fax (859)293-5999

[www.khsaa.org](http://www.khsaa.org)

# KHSAA Contest Official

## 2003-2004 KHSAA Board of Control



President  
Paul Dotson  
Belfry  
(2001-2004)



Vice-President  
James Sexton  
Louisville  
(2003-2006)



Director  
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Owensboro  
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Mike Deaton  
Somerset  
(2004-2005)\*\*



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Cynthia Elliott  
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Director  
Jerry Taylor  
Munfordville  
(2003-2006)



Director  
Donna Wear  
Paducah  
(2004)\*

\*-appointed to complete term for 2003-04 school year.; \*\*-elected to complete a four year term vacancy.

(Due to printing deadlines, officers of the 2004-05 Board were selected following the production of the brochure. A listing of the 2004-05 Board and officers will be printed in future KHSAA publications.)

# Licensing Reference Manual

## *KHSAA Staff*



**Brigid DeVries**  
Commissioner



**Larry Boucher**  
Assistant  
Commissioner



**Julian Tackett**  
Assistant  
Commissioner



**Roland Williams**  
Assistant  
Commissioner



**Butch Cope**  
Director of Promotions  
& Media Relations



**Darlene Koszenski**  
Adm. Asst.  
Office Manager



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Consultant



**Will Engle**  
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Adm. Support  
Specialist



**Virginia Wilhite**  
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**Lisa Mendoza**  
Receptionist



**John Ginn**  
Physical Plant  
Director

## KHSAA Contest Official

### **Kentucky High School Athletic Association**

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Phone: (859)299-5472 • Fax: (859)293-5999

WebSite: www.khsaa.org

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*(Responsibilities)*

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#### **John Ginn**

*Physical Plant Director*

jginn@khsaa.org

## Licensing Reference Manual

I hereby agree to join a local officials' association if required in my sport(s) and to work, as an independent contractor, a schedule of games assigned by a local assigning secretary. I shall work for the fee set by the KHSAA and will cooperate with the Association as requested and required by KHSAA Bylaws and Officials Division Regulations. As an independent contractor, I am not an employee of the KHSAA or member school when serving as an official and have no insurance or other benefits consistent with employment. I request that the proper fee be taken from my registration amount and made payable for membership in the N.F.O.A. as detailed in KHSAA regulations. I agree by licensing that I will provide my Social Security number to the KHSAA solely for the purpose of providing this information to a KHSAA member school upon request to ensure compliance with state and federal laws.

### BACKGROUND AND AUTHORITY

Policies contained in this publication are instituted in compliance with the Federal Court Decree of 1971, as amended in 1987, and are approved by the Board of Control.

The KHSAA Board of Control through the Commissioner's office provides for the licensing and regulation of contest officials in Baseball, Basketball, Cross Country, Field Hockey, Football, Fast-Pitch Softball, Slow-Pitch Softball, Soccer, Swimming, Track, Volleyball and Wrestling, for the cancellation of such registration for just cause, for the setting of licensing fees, and for the establishment of classification levels and requirements for those levels.

Officiating is not easy, and certainly not suited for every individual. An effective official needs to possess certain characteristics such as quick reaction time, confidence, calmness, consistency, good judgment, cooperation, knowledge of the rules, duties and mechanics, professional appearance, top conditioning, courtesy, a sense of humor, and courage.

The Kentucky High School Athletic Association believes that officiating is an important part of the athletic program. For this reason, considerable time, effort and money is spent on clinics, videotapes and materials designed to increase the knowledge and improve the techniques of officials. The Board of Control, through the Commissioner, has allowed for the designation of a member of the Association staff to serve as the Supervisor of Officials for all KHSAA sports. This allows even more emphasis to be placed on recruitment and training of officials.

In athletics, the official represents the integrity of the contest. By his/her action, on and off the field, court or pool, the official must earn through unquestioned honesty, demonstrated ability, obvious devotion and full understanding of the contest, its players, coaches, fans and newscasters, the confidence and respect which are the all important attributes for fine officiating.

To achieve officiating excellence, an official must combine his/her knowledge of the playing rules with proper officiating mechanics. The official must be responsible for participants in the contest receiving his/ her best effort to the end that he/she will "reach into the rule", refuse to be intimidated by players, coaches or fans, give the play the full flexibility of his/her judgment, and implement his/her knowledge and ability with intelligent, understanding courage.

An official must possess an inner desire to continually improve and strive to be one of the best. Certainly, all officials will not succeed in becoming top officials, but most certainly, the official who lacks this desire to improve has stopped growing as an official.

It is hoped that this Guidebook will be a value to all concerned.

**Final Deadline (postmark) for KHSAA receipt of new licensing application and fee  
for the 2004-2005 school year is  
April 15, 2005**

Items received after these dates will be returned and will not be processed and the prospective official will have to begin the new licensing process again during the following year's annual licensing period.

# KHSAA Contest Official

## WHAT IT TAKES TO BE AN OFFICIAL

*(Adapted with permission, Missouri State High School Activities Association)*

Many things go into the making of a good official. Knowledge of the rules and officiating techniques are very important. The life of an official is not an easy one. Perhaps the first year or two are the toughest, but like the formative period in anyone's life, these first years are all important. The most important requirement is that you gain experience. That means you have to work all the contests you can find, being ready and willing to work YMCA contests, church and industrial league contests and scrimmages. Through these experiences, you get the "feel of it", and the only way to do that is to officiate. The key is to be patient, and when you get your first interscholastic contest, make sure you are prepared to properly handle the assignment. Here are some steps that have been designed to help an official —

**THERE IS NO SUBSTITUTE FOR STUDY.** Publications are made available through the KHSAA, such as rule books, case books, and officials manuals that contain many items of importance to officials. Playing rules are generally complex and aren't learned without extensive study. Many experienced officials still average several hours a week of solid study of the rules publications. There is no sadder spectacle than an official who doesn't know the rules.

**ATTEND ALL RULES INTERPRETATION MEETINGS WITHIN YOUR REACH.** These meetings are arranged for the purpose of reviewing old rules, explaining new ones, and giving accurate interpretations on the more tricky ones. It is also a good place to get acquainted with fellow officials, coaches and athletic directors.

**JOIN A LOCAL OFFICIALS ASSOCIATION.** There may be one in your area, or not too far away. Many of these local associations meet regularly for rules discussion and for reviewing common problems. The state sponsored meetings are important, but local associations must take over in a follow-up program of rules study and interpretation. Various local officials' associations can be found near the end of this publication.

**SEE ALL THE CONTESTS YOU CAN.** Pay particular attention to the contests worked by the most capable officials. It is one of the best ways to learn about the technique and mechanics of officiating.

**ALWAYS STRIVE TO IMPROVE.** The contest of officiating has no place for an official who doesn't want to improve himself/herself. You either improve or drop out, but you can't stand still. Give attention to such factors as rules examination grades; ratings received from schools, and assistance from rules meetings.

Several other things go into the making of a good official. When you start out for a contest, plan to be there early. It is better for you to help the janitor open the front door than it is to rush in breathless at the opening whistle. The time preceding the contest can and should be used to confer with fellow officials. Go over some pertinent phases of the rules. Talk over the general plan of administering penalties, positioning at key situations, and pre and post-contest procedures. A good pre-contest conference is very necessary and a **must** for good contest management.

During the contest, be in position. In your attitude toward the players and coaches, be kind and polite, but firm. It is a big order, and few ever fill it completely. But this is what it takes! Be firm but not overbearing. Be courteous, and never rude. Be dignified, but never cocky. Be friendly to the players but avoid "kidding" on the floor or field.

With the contest at an end, your duties are over. It isn't your job to congratulate the winner, console the defeated, or offer advice to losers. It is businesslike for officials to leave the floor or field together, neither seeking out nor deliberately ignoring coaches. Make no statements and offer no comments concerning the contest to members of the press or radio. Shower, dress, collect your gear, and head for home, not because you are afraid or ashamed to talk to anyone, but the contest is over and your job has been completed.

Remember, study your rules, work all the contests you can, prepare to do your best, work your contests, and then leave and prepare for your next contest.

## PREVENT CONFLICT OF INTEREST PROBLEMS

*(Adapted with permission, Southwest Officials Association)*

How does your organization insure members use good judgment when they schedule contests? After all, umpires and referees tend to be work-hungry, willing to take virtually any contest at almost any level. That's good, until an official winds up in a contest he/she just shouldn't be working.

For example, if a first-year official accepts an opportunity to work a college contest, it's not hard to anticipate problems. More importantly, if a father or mother is working a contest when a son or daughter is playing, or if a referee is in charge when his/her brother is a coach, or if a referee works for a school he/she's attending, real trouble is only a heartbeat away.

Those kinds of problems and others present conflict-of-interest questions. Answering the question (Do I work this contest?) can be difficult, particularly when the official can honestly say he/she has no particular interest in which team wins. In that case, he/she is going to be tempted to work the contest. Temptation grows when the real interest is least significant. But that is the time for greatest caution. Even if there is only a perceived conflict of interest, an official should avoid working a contest! The first time you violate that trust you begin eroding customer confidence.

Unfortunately, it can be difficult to define exactly what constitutes a conflict of interest. The examples above are fairly clear: the official is working at a level beyond his/her expertise; a close family member is involved in the contest as a player or coach; or, the official is a student at a school. But there are "gray areas": the official has a friend who is a player; he/she attended one of the schools several years ago; he/she is a former player or coach; or, in a tournament situation, a family member's team will play the winner of the contest.

If your organization is looking for suggested guidelines, consider the policy adopted by the Southwest Officials' Association (SOA), the organization responsible for coordinating high school officiating efforts throughout the state of Texas. The provisions below reflect SOA's conflict-of-interest assignment restrictions, as revised in April, 1990.

# Licensing Reference Manual

## Conflicts of Interest

- I. An official shall not knowingly accept assignment of a contest if any of the following, conditions exist:
  - a. If there is an SOA Chapter that makes assignments through an assignment secretary- and the assignment did not come through any authorized chapter assignments procedure;
  - b. If any official assigned to the contest is not a member in good standing of the appropriate SOA division;
  - c. If the official or the official's spouse is employed by any school fielding a team involved in a contest;
  - d. If the official is related by blood or marriage as follows: (parent, grandparent, child, grandchild, brother, sister, brother-in-law, son-in-law, etc.) to a person affiliated with a team involved in a contest;
  - e. If the official and any person affiliated with a team involved in a contest are former or present teammates, roommates, classmates, business associates or close personal friends;
  - f. If the official or the official's spouse attended or worked at either school within the last 10 years.
- II. An official may accept assignment of a contest or tournament only by fully informed consent of both head coaches if the following condition exists:
  - a. If the official has a child in school in one of the involved schools, or a child who graduated from one of the schools within the previous five years.
- III. An official should advise the assignments secretary of all known conflicts of interest with schools normally served by the chapter prior to any assignments for a season. In the event a chapter secretary does not know of a conflict in accordance with I and II above, an individual official shall notify the assignment secretary of all known conflicts upon receipt of the schedule and the official shall not accept an assignment without first insuring compliance with the provisions of this section.

In the event a conflict with these provisions becomes known after acceptance of the contest, the official shall make such conflict known to the assignment secretary or assigning authority as soon as practicable. If the conflict is under I above, the official shall be removed from the contest or tournament without penalty. If the conflict is under II above, the assignment secretary or assigning authority, in accordance with SOA and local chapter policy, shall inform both coaches of the possible conflict and reassign the official in the absence of consent from both head coaches, without penalty to the official.
- IV. It shall be a violation of the Officials' Code of Ethics for an official to work a contest in violation of these provisions and an official violating these provisions may be placed on probation, fined, suspended or terminated from membership.
- V. Any and all of the above provisions may be waived by mutual consent of the head coaches. Your organization may find one or more of the above policy statements too restrictive, or too lenient, but the SOA policy is well conceived and clearly written. It provides an excellent starting point for any officiating organization working to establish a conflict-of-interest policy.

## KHSAA OFFICIALS DIVISION

Under the provisions of Kentucky High School Athletic Association Bylaw 31 and in accordance with the provisions of the Federal Court Decree of 1971, the Kentucky High School Athletic Association shall re-define the roles to be played and duties to be performed by persons within the Officials' Division. This is in keeping with the authority granted the KHSAA under the 1971 Federal Court Decree.

All terms of contract positions established by the Division shall be set by the Board of Control, including length of appointment and salary.

The Office of the Division shall be at 2280 Executive Drive, Lexington, Kentucky. The Division shall continue to be responsible for the recruitment, supervision, training and assignment of officials to events where the use of registered officials is required and where the Association provides registration.

### HISTORY

Current specifications for the Officials' Division are found in Bylaw 29, Officials' Division, and in the Officials' Guidebook. It should be noted that administration of each sports program shall remain with the Commissioner and the KHSAA Assistant Commissioner with responsibilities for that sport. Programs involving recruiting, training, developing, retaining and assigning officials in all sports shall be coordinated through the Officials Division.

### DEFINITIONS

**Basketball Region** - This term is used generically to define the boundaries of the current basketball regions.

These shall serve as reference points throughout the state and are not intended to imply only basketball. All KHSAA schools are within a basketball region, whether they play basketball or not.

**Licensing** - the process handled by the KHSAA to register an official. It is the prospective official's responsibility to fulfill any and all requirements of the process.

**Board** - this refers to the Board of Control of the Kentucky High School Athletic Association.

**Assigning Secretary** - This refers to the person selected to assign the scheduled contests to the members of a local association, as well as provide/coordinate local training and development efforts.

**Local Association** - the group of officials formed under the auspices of a regional policy board.

# KHSAA Contest Official

## GENERAL OVERVIEW

This brochure is divided into two parts, new officials and re-licensing officials. The planned clinic dates for the 2004-2005 year are listed in this brochure. Please keep this for your future reference. These dates may be superceded due to conflict, and the most current list will be posted on the KHSAA website, [www.khsaa.org](http://www.khsaa.org).

**Please read these instructions before completing the application for licensing, sign the application and enclose the proper fees before mailing.** The fee structure is listed below. A returned check will cost you \$25 in addition to any fees you owe for your sports.

## RECRUITMENT OF OFFICIALS

The KHSAA is bound by decree as well as by the very nature of its existence to recruit new officials. This has been done by many methods, most at the local level.

The Officials' Division has adopted the following standard procedures to be added for recruitment of officials:

- The KHSAA shall ensure that local associations through the Assigning Secretary utilize any medium and format possible to recruit new officials.
- The regional colleges and universities in this state should be encouraged to offer officiating classes as part of the curriculum. In addition, the KHSAA staff should be ready to assist as guest lecturers, clinicians and instructors for these classes.
- The KHSAA offers a discounted license (\$25 and \$15) for full time college students (12hrs.) in an effort to get them involved at an early age with verification of a full-time class schedule.

## QUALIFICATIONS FOR OFFICIALS

The minimum standards for all officials should be:

- Must be able to physically perform the duties of being a sports official including having an annual physical prior to officiating grade nine through twelve competition.
- Must annually attend the KHSAA rules clinic or approved makeup clinic. If not, schedule is subject to immediate cancellation following last clinic.
- Must be licensed with KHSAA and in good financial standing.
- Must join a local association if one is formed in sport (i.e. no local associations in track or swimming), and abide by the rules of that association. An official may be an active member of only one local association per sport.
- Must submit to a Criminal Records and Background check (upon request by KHSAA) should circumstances warrant such in the opinion of the Commission.

### THE MINIMUM STANDARDS FOR ALL OFFICIALS TO OFFICIATE POSTSEASON CONTESTS SHOULD BE:

- Each official must attend approved advanced training efforts (camps, clinics, meetings) to include rules and coverage mechanics once every three years to be eligible for the three years following the training clinic provided such are offered or approved by the KHSAA.
- Must take NFHS Part II exam with passing grade of at least 75 during current year.
- Must attend a minimum of four (4) local association meetings in a sport which has local associations.
- Must be eligible by local association rules as it relates to meeting attendance if more stringent than KHSAA rules. The KHSAA may waive this requirement if it is in the best interest of the assignment of officials within a particular sport.

## LICENSING OF OFFICIALS

Any person who officiates in baseball, basketball, field hockey, football, soccer, softball, volleyball and wrestling between member schools of the Association must be licensed with the Association and must have his/her official license. (See Bylaw 26, Sec. 1) Schools are urged to use only those officials in track who are licensed by the KHSAA.

The licensing fee is designed to cover costs of rules publications, postage, printed forms, membership in the National Federation Officials Association, rules interpretation meetings, and other costs of administering the officials program. In addition, \$5 of the dues from each official is used for the Officials Division Trust Fund to provide awards and recognition programs, as well as training for use in the development of better officiating.

## WORKING CLASSIFICATION OF LICENSED OFFICIALS (INDEPENDENT CONTRACTOR)

Officials licensed by the KHSAA are not employees of the KHSAA or a member school when serving as an official and have no insurance or other benefits consistent with employment. The KHSAA automatically submits the proper membership fee to the National Federation Officials Association (NFOA) for membership from the license fee. In addition, each official shall sign authorization to the following statement:

*I hereby agree to join a local officials' association if required in my sport(s) and to work, as an independent contractor, a schedule of contests assigned by a local assigning secretary. I shall work for the fee set by the KHSAA and will cooperate with the Association as requested and required by KHSAA bylaws and Officials Division Regulations. As an independent contractor, I am not an employee of the KHSAA or member school when serving as an official and have no insurance or other benefits consistent with employment. I request that the proper fee be taken from my registration amount and made payable for membership in the N.F.O.A. as detailed in KHSAA regulations. I agree by licensing that*

## Licensing Reference Manual

*I will provide my Social Security number to the KHSAA solely for the purpose of providing this information to a KHSAA member school upon request to ensure compliance with state and federal laws.*

### THE LICENSING PROCESS FOR NEW OFFICIALS

STEP ONE - You must complete a Kentucky High School Athletic Association 2004-2005 New Officials' Application (KHSAA Form OF101). This application can be found on our website at [www.khsaa.org/officials](http://www.khsaa.org/officials), or can be sent to you via mail.

#### -HOW TO COMPLETE THE LICENSING FORM -

Please complete all requested information on the form. Please type the form or print neatly. Completion of the licensing form is self-explanatory, but a few items should be highlighted:

*Social Security Number* - This number must be included in order for the application to be processed.

*Phone Numbers* - It may not seem important to fill in both phone numbers, but they are certainly important to the official trying to contact you to confirm arrangements, the school trying to alert you to a cancelled or altered contest time, or the regional or district tournament manager trying to give you contest times and dates.

*Official currently licensed in another sport*- This will help the KHSAA staff determine the proper fee and verify that it has been submitted. It will also help prevent duplication in our computer data file. Please include license number in the appropriate blank.

*Official currently licensed or previously licensed in the state of \_\_\_\_\_.* I have included a copy of my most recent license for verification. - The Kentucky High School Athletic Association credits officials who have experience officiating in other states. If you indicate this on your application, please include a copy of your most recent license to help KHSAA staff in deciding whether or not you will need to take the NFHS Part I exam again. KHSAA staff will then contact the state association(s) which you have designated and request your previous information to help determine licensing level and so that you will be credited for your previous experience. For further information on this, please refer to page 11, *Reciprocity of Officials*.

STEP TWO - Once completing the application legibly, return it to the KHSAA with the proper fee, \$40 for the first sport, and \$25 for each additional sport.

STEP THREE - After a properly completed application and fee are received by the KHSAA, prospective applicants will be mailed the rules books for that sport, and the National Federation Part I Examination. Applicants for fall sports (field hockey, football, soccer, volleyball) will receive materials late summer. Applicants for winter sports (basketball, wrestling, swimming) will not receive these materials until mid-fall, while spring sports applicants (baseball, softball, track) will receive materials approximately February 1.

STEP FOUR - Complete the NFHS Part I Examination. This is an open book examination which must be returned to the KHSAA immediately upon completion. Your licensing is not complete and therefore you are ineligible to officiate grades 9-12 contests until this examination has been returned to the KHSAA and a score of at least 70 percent is attained. The Part I exam can be taken twice in one school year to obtain the required score.

STEP FIVE - After the Part I exam has been returned to the KHSAA, it will be graded by KHSAA staff. Examinations are graded on a weekly basis. PLEASE ALLOW A MINIMUM OF THREE BUSINESS DAYS FOR STAFF PERSONNEL TO GRADE THE EXAM AND REPORT YOUR RESULTS. If you have passed the examination, you will receive your officiating license and you will be placed on an updated listing of officials on the KHSAA website, [www.khsaa.org](http://www.khsaa.org). This list is updated not less than weekly.

### FIRST TIME LICENSING REQUIREMENTS AND QUALIFICATIONS

**Applicant must be a graduate of an accredited high school and be at least eighteen years of age**, unless participating in an approved mentor program approved by the Commission.

Licensing fee must accompany application form. Fee will not be returned if applicant does not meet requirements.

Applicant must receive a passing grade of at least 70% on the NFHS Part I Examination in each of the sports in which the applicant is licensing.

**\*You must not officiate any 9th-12th grade (freshman, junior varsity or varsity) interscholastic athletic contests or scrimmage until you have obtained a score of at least 70% on the NFHS Part I Examination.**

### RE-LICENSING PROCESS FOR ALL OFFICIALS IN ALL SPORTS

During May of each year, all currently licensed officials will be mailed re-licensing information. Included in this information will be an explanation of any licensing procedure changes, and the proper application for re-licensing.

Personal checks will be accepted for renewal of licensing, but a \$25.00 handling charge will be assessed on any check returned by the bank for any reason. An official will have a maximum of three weeks to make valid a bad check from the time it is returned by the bank and the official will be considered not licensed until the fees are paid.

#### May 1, 2004 to June 30, 2004 - Licensing of ALL Previously Licensed Officials in ALL Sports

(\$40 first sport, \$25 each additional sport, non-refundable.)

- Each completed re-licensing form processed after June 30, 2004 will be assessed a \$25 late fine.
- Full-time (12 hours) college students will be charged \$25 for the first sport, \$15 for each additional sport. (class schedule required for verification)
- Officials licensing after completing 25 years of service (in Kentucky) in any single sport will have the registration fees waived in all sports.

## KHSAA Contest Official

**The deadline for re-licensing without a late fee is June 30, 2004** in all sports for the 2004-2005 school year. Renewal licensing forms postmarked after June 30, 2004 without inclusion of the late fee will be returned. You must license in all sports in which you wish to renew licensing. Late licensing will be allowed only with the payment of a \$25 late licensing fine per licensing form.

**There will be no exceptions to this late licensing policy. It is your responsibility to notify the KHSAA office immediately with any address changes.**

Upon completion of the re-licensing requirements, the KHSAA will mail to the official her or his official license for the current year. This license is to be carried by the official, and should be available for examination at any KHSAA event. Rules books for each re-licensed sport as well as the 2004-2005 KHSAA Handbook will also be mailed, according to availability.

*What if I add a sport after June 30, 2004?*

If you are a current official in one sport, but a new official in the added sport, the fee will be \$25 per added sport, and you will go through the same process as all new officials. This process is outlined beginning on page 9 of this guidebook. Payment for this new sport **MUST** be a separate form of payment from the re-licensing payment (i.e. two separate checks). There is no late fee for new sports.

### **YOUR KHSAA OFFICIAL'S IDENTIFICATION NUMBER**

For re-licensing officials, this identification number is printed on the top of your re-licensing form and will be printed on all licensing correspondence mailed to you from this office. This number can be referenced by our computer and can speed up the process of any inquiry.

### **CLASSIFICATION OF OFFICIALS**

Officials licensed with the Kentucky High School Athletic Association will be classified as Level 1, Level 2, or Level 3. Requirements for these classifications are:

- a. Level 1. An official will be classified as Level 1 as soon as he/she has paid the annual licensing fee, and has attained a grade of at least 70 percent on the National Federation Part I Examination in that sport.
- b. Level 2. An official will be classified as Level 2 if he/she has been Level 1 with the KHSAA for one school year, has attended the required rules clinic, has paid the annual licensing fee, and at such point in time as he/she attains a grade of at least eighty (80) percent on the National Federation Part II Examination in that sport for the school year in which the Level 2 rating is requested. After having received the Level 2 rating, the official shall continue to receive the rating each school year upon payment of the licensing fee and until all requirements for the Level 3 rating are met.
- c. Level 3. When an official licenses for the sixth school year with the Association, he/she shall be classified as Level 3 if he/she has been previously classified as Level 2, has attended the KHSAA sponsored rules clinic, has paid the annual licensing fee for that sport, and at the point in time when he/she receives a grade of at least ninety (90) percent on the National Federation Part II Examination during the school year the Level 3 rating is requested. After having received the Level 3 rating, the official shall continue to receive the rating each school year upon payment of the annual licensing fee.

### **LICENSING IN MORE THAN ONE SPORT**

The KHSAA licenses officials in Baseball, Basketball, Field Hockey, Football, Soccer, Softball, Swimming, Track, Volleyball and Wrestling. Many officials get a great deal of satisfaction out of licensing in several sports.

If you desire to license in an additional sport, please contact the KHSAA office and request the material. The fee is only \$25 per additional new sport if you are already licensed in at least one sport (\$15 for full-time college students).

### **LOCAL OFFICIALS' ASSOCIATIONS**

The Kentucky High School Athletic Association's officiating program for recruiting, training and retaining officials depends upon the involvement of local officials' associations.

Therefore, it is the ultimate goal of the KHSAA to have every official as an active and participating member of a local officials' association. These associations have many roles, including:

- The recruitment and encouragement of new officials
- Administering training and rules discussion meetings for officials
- Monitor to ensure compliance to all KHSAA regulations and standards by member officials

*A local officials' association may be sanctioned by the KHSAA upon following the procedure outlined below:*

- Only duly licensed KHSAA officials are eligible for membership in a sanctioned local organization unless participating in a program approved by the Commission.
- The local group shall adopt its own name and its proposed Constitution and Bylaws. The proposed Constitution and Bylaws shall be submitted to the KHSAA for approval. The local group remains under the jurisdiction of a properly approved KHSAA local Policy Board.
- A list of the current officers of the local organization shall be kept on file with the Commission.

# Licensing Reference Manual

## **RECIPROCITY OF OFFICIALS**

If you desire to officiate in more than one state, you must license in each state and you will be required to fulfill all of the requirements in each state. Due to a reciprocal agreement now in place among several states for transferring officials, many other states will accept such things as test scores, clinic attendance, etc., from an officials' tenure in a previous state. Kentucky does not honor rules clinic attendance in other states in the sports of soccer, basketball, wrestling, baseball, football, volleyball, softball, track and swimming. However, you should contact the appropriate state office if you have questions.

The KHSAA will recognize years of officiating experience in other states, National Federation Part I examination scores and supervised National Federation Part II examination scores of an official transferring into Kentucky after having been licensed as a contest official in another state that conforms to the playing rules of the National Federation of State High School Associations. Such credit for years experience shall not be included in the calculation of years necessary for lifetime free licensing (25 years). In addition, the KHSAA may, at the discretion of the Commission, recognize the attendance at a Rules Interpretation Clinic conducted in another state in selected sports.

When licensing with the KHSAA after having been licensed in another state, submit a copy of your most recent officials' license from the state in which you were licensed to speed up the verification process. KHSAA staff will then request your prior information from the state association(s) in which you were previously licensed to help determine licensing level.

## **RENEWAL OF LICENSE AFTER LAPSE**

### ***(MORE THAN TWO YEARS SINCE LAST LICENSING)***

Many times an official will license after not officiating for a school year or more. Officials who re-license after not licensing for a school year or more are not subject to the \$25 late fine.

If the lapse in licensing exceeds two school years, but is less than six school years, the official must take and obtain the required 70 percent on the National Federation Part I examination(s), and must remain for one school year at the licensing Level (1 or 2) one step lower than the Level obtained when the official was last licensed. If, during the one-year probationary period, the official makes the required score on the National Federation Part II exam (see Classification of Officials), he/she may be reinstated upon licensing the following school year to the licensing level where he/she was last licensed.

If the lapse in licensing exceeds five school years, the official shall begin the process as a Level 1 official. If the official was previously a Level 2 official, and, during the first school year returned as licensed, he/she obtains an 80 percent on the NFHS Part II Exam, he/she may begin the following school year as a Level 2 official (Eligibility for becoming a Level 3 official would follow the criteria outlined in Classification of Officials, page 10). If the official was previously a Level 3 official, and, during the first school year returned as licensed, he/she obtains an 80 percent on the NFHS Part II Exam, he/she may begin the following school year as a Level 2 official. If, during the second school year returned as licensed, the official obtains a 90 percent on the NFHS Part II Exam, he/she may begin the following school year as a Level 3 official. Officials shall always maintain credit for prior years of licensing.

## **NON-PAYMENT OF RENEWAL FEES**

Suspension for non-payment of renewal license fee is automatic. Reinstatement of Level 2 or Level 3 ratings may be made only by again passing the qualification test. (Part II Examination)

## **NFOA MEMBERSHIP**

A portion of the dues for each licensed official with the Kentucky High School Athletic Association will be submitted to the National Federation for membership in the NFOA.

This membership provides insurance coverage for general liability, catastrophic medical, and includes coverage for directors and officers. For questions regarding insurance coverage under the NFOA program, please contact Bollinger, Inc. at (800) 526-1379.

Another benefit is the representation of the organization on the rules committees in the various sports, giving officials a voice in those changes. Various awards are given by the Association as well as discounted rates on rental cars, hotels, and other travel amenities. This membership also provides an officials' supply catalog and other valuable information that should help you as an official.

## **FEDERAL DECREE OF 1971**

### ***AMENDED DECREE***

1. As provided by KRS 156.070, the State Board of Education, under its general powers and duties, has the management and control of the common schools. It is the judgment of the court that this responsibility and control cannot be avoided or relegated to the Kentucky High School Athletic Association and that the Board is accountable to see that the Kentucky High School Athletic Association, acting in a ministerial capacity, shall observe the requirements of the law in fostering and encouraging the participation in athletics of all who desire to so participate irrespective of race or color. Such participants shall be given a full and equal opportunity to have positions and places of responsibility in the high school athletic program in all its phases.
2. The Kentucky High School Athletic Association shall continue under its rules and by-laws in the structure of its present organization subject to the directives of this decree.

## KHSAA Contest Official

3. The constitution and by-laws of the Kentucky High School Athletic Association shall be changed and modified as follows:
  - (a) The members of the Board of Control shall be elected for a period of four years as now provided. There shall be 10 members of the Board of Control, at least two of which shall be black.
  - (b) The Commission shall be composed of a Commissioner and three Assistant Commissioners, at least one of which shall be black.
  - (c) The Delegate Assembly shall not be limited in its membership to Principals of accredited secondary schools of good standing in the Kentucky High School Athletic Association, but shall be composed of Administrators, Principals or faculty members of schools or school systems. While it is not practical to require a percentage of blacks to be named as Delegates, the districts shall bear in mind that a reasonable proportion of the Delegate Assembly should be blacks.
  - (d) Where the use of registered officials is required, such officials for each athletic contest in football, basketball and baseball shall be selected and shall be given to the schools involved at a reasonable time before the contest. Any head coach who objects to the selection of a certain official or officials to serve in contests in which his team will participate shall have a right to file a written protest with the Commission if filed a reasonable time before the contest. What is a reasonable time to be determined by the Commission. The Commission shall have a right to make such changes as it deems appropriate and in the best interest of the sport. It is recognized that to make out such a schedule is a very involved and tedious task and the Commission shall have authority to employ such assistance as it feels proper, subject, of course, to its supervision.
4. The Association shall establish a list of qualified officials to officiate in all high school sports and shall require that only such officials may officiate in interscholastic athletic competition. It may classify officials as Level 1, Level 2 and Level 3 and in so doing may adopt the standards now employed by the Association.
5. Pursuant to paragraph 5 of the original Decree herein filed Kentucky High School Athletic Association was required to take affirmative action to recruit black officials in the sports of basketball, football and baseball and was further required to report to the court within 60 days from the date of the original Decree concerning such action. An affidavit has been filed in the record herein on November 15, 1971, showing the results of such action. Kentucky High School Athletic Association shall make available to all persons so recruited academic and practical training, including participation as officials in practice, junior varsity and similar contests. The objective shall be to cause such persons to become fully qualified to participate as officials in varsity contests as soon as practicable.
6. The Second Amended Answer of defendants, Kentucky High School Athletic Association and Ted Sanford, pleading the amendment of Article IV, Section 2(a) of the Constitution of Kentucky High School Athletic Association be and it is hereby ordered filed and entered of record herein.
7. Plaintiffs herein represent of record all blacks constituting a class so numerous to make it impracticable to bring them before this court. The questions of law and fact affecting the rights of such plaintiffs raised herein by pleadings and proof are common to all blacks and are typical of the claim of the class of blacks. Therefore plaintiffs herein represent of record as a class all blacks as a whole.

The Court is fully aware that at this date the high school football season is well advanced and it is not practicable to undertake to invoke the changes directed by this decree to apply to the high school football contests. The football season may proceed to its ultimate conclusion under the plan now in effect as provided by the Kentucky High School Athletic Association Constitution, Bylaws and tournament Rules 1970-71. In all other respects this decree is effective as of the date it is signed by the Court.

### **ASSIGNMENT OF OFFICIALS**

With the exception of KHSAA sponsored state championship competition, assignments of contracts will be made by Assigning Secretaries, hired under the provisions of the Bylaws of the KHSAA, through local officials' associations for all baseball, basketball, fast pitch softball, soccer and football contests. Contracts for track, cross country and swimming contests should be negotiated directly between the official and the member school. In slow pitch softball, wrestling, field hockey and volleyball areas where the Regional Policy Board has hired an Assigning Secretary, the Assigning Secretary must make all assignments for all varsity contests. In soccer, softball, wrestling, field hockey and volleyball areas where the Regional Policy Board has not hired an Assigning Secretary, contracts must be negotiated directly between the official and the member school.

### **ACCEPTANCE OF ASSIGNMENTS**

An official shall accept assignments in the time and manner prescribed by the KHSAA and the local officials' association to which he/she belongs. Failure to work an accepted contest, unless providentially prevented from doing so, may be cause for a one-year suspension in that sport.

# Licensing Reference Manual

## OFFICIALS FAIL TO ARRIVE

In the event a contracted official fails to arrive for a scheduled contest, those officials who are present may 1) officiate the contest with less than the usual number of officials; 2) replace the absent official with a local official licensed by the KHSAA; or 3) cooperate with the involved teams to postpone/reschedule the contest.

## IDENTIFICATION REQUIREMENT

It is important that prior to each contest, the schools verify that officials are licensed by the KHSAA. The official's responsibility in this situation is to present the current identification card to the host school Athletic Director before the contest. When a scorebook is kept, the official can present the card to the scorekeeper so that the proper name of the official can be recorded.

Under no condition should an Assigning Secretary assign an official who is not properly licensed by the KHSAA to an athletic contest. Whatever the situation, it is the responsibility of the school to verify that each official is licensed. The official can create a cooperative tone by offering the information before being asked to do so. Please note that there is a \$5 fee for a replacement license.

It is also possible to verify licensing via a perpetually updating listing on the KHSAA web site, [www.khsaa.org](http://www.khsaa.org).

## SUSPENSION AND DISCIPLINE

The KHSAA may cancel or deny licensing for just cause. Suspension of an official may or may not be applicable only to the sport in which a violation occurs.

Even though a suspended official may not be permitted to officiate any contests until the suspension is concluded, he/she may continue licensing, attend the clinic, and take the examination for a higher rating which can then be issued immediately upon completion of the suspension.

The KHSAA shall have the authority to deny, suspend or cancel the license of any official whose conduct would serve as a detriment to the Association. For certain offenses, the KHSAA shall also be empowered to assess a fine for those items where a fine is an appropriate form of penalty and in accordance with a schedule of fines approved by the Board of Control.

Such shall include:

- (1) Lack of clinic attendance (fine possible) or failure to take Part II exam. (fine possible).
- (2) Use of abusive language during the performance of their duties as an official (fine possible).
- (3) Providing unwarranted, derogatory news media release or interviews (fine possible).
- (4) Using mood altering substances on the day of contest (from 2:00 a.m. until the assigned contest).
- (5) Becoming a member of more than one local association unless approved by the Commissioner (fine possible).
- (6) Failing to properly notify school authorities when unable to work a contest or failure to properly appear for a contest. (fine possible).
- (7) Officiating a contest knowingly in violation of KHSAA rules. (fine possible).
- (8) Deviating from enforcement of National Federation Rules other than those allowed by KHSAA adopted policies and/or experimental rules. (fine possible).
- (9) Failure to wear the proper officiating uniform (fine possible).
- (10) Dishonesty in administration or completion of the National Federation examination(s) (fine possible).
- (11) Being formally charged with any felony criminal act; being formally charged with a misdemeanor act involving the use or distribution of mind or body altering drugs, thefts or acts involving moral turpitude. Emergency temporary suspensions before hearings are permissible.
- (12) An official shall not request to officiate a varsity contest from any coach, league or official thereof in the sports of Baseball, Basketball, Football, Soccer, Softball, Wrestling, Field Hockey or Volleyball, if those schools are in an area that employs an assigning secretary. (fine possible)
- (13) Sexual or other unlawful harassment (fine possible).
- (14) Any acts or omissions detrimental to the best interests of the KHSAA and interscholastic athletics.
- (15) Failure to timely (within 24 hours) and properly report the ejection of a player or coach (fine possible).

## NATIONAL FEDERATION PART II EXAMINATION

The NFHS Part II Examination is a supervised examination that is administered by the assigning secretaries or by designees of the KHSAA in the absence of the assigning secretary, and is to be taken without materials or discussion.

Officials must take the supervised exam during the scheduled dates. The test may not be given in advance of the National testing date. Any exception to the above must be cleared with the Commissioner.

The test will not be administered in the KHSAA offices.

Any person found to have used books and/or other materials may have their test disregarded, and may face further sanctions from the Commissioner.

Active officials should take the supervised exam each year.

# KHSAA Contest Official

## **DISQUALIFICATIONS - REPORTS DONE ONLINE ONLY**

It is the responsibility of the athletic official to report immediately (within 24 hours) in writing any unsportsmanlike conduct or other action on the part of the coaches, players, school administrators and/or spectators that results in the ejection of a coach, player, administrator, or spectator from a contest.

Disqualifications are to be reported online via the KHSAA web site, [www.khsaa.org](http://www.khsaa.org). The timely submission of these reports, in writing, is required and officials must use the online form. Submission in this manner will automatically forward your report to both schools and to the Association.

Officials must include the first and last name of the offender!

If you do not have access to the internet, someone --assigning secretary-- in your group will.

## **LOCAL POLICY BOARDS/COMMITTEES**

### **BACKGROUND**

In accordance with the Federal Court Decree of 1971, Regional Policy Boards, serving the sixteen basketball regions in Kentucky, have been established to aid the KHSAA in the formation of policies with regard to the selection of officials for all KHSAA sponsored programs that require the services of local official associations. The Commissioner may establish as many bureaus (local associations) as deemed necessary in each sport in order to assign officials to contests. These bureaus shall be governed by the Policy Board of the affected regions. A single policy board from a region shall govern all affected schools in that region in all sports.

### **REQUIREMENTS**

Each of the Regional Policy Boards shall be governed by the policies and procedures approved by the KHSAA Board of Control to govern these entities.

## **PROCEDURE FOR SELECTING ASSIGNING SECRETARY**

Each regional policy board shall annually request approval from the KHSAA for the rehiring of any Assigning Secretary currently employed. The Commissioner's office shall make a timely decision to allow for alternative action by the local policy board.

In the event of a vacancy, the regional policy board shall utilize all relevant resources to make the availability known including but is not required to utilize or limited to newspaper advertisements and other commercial media release information as well as communication with the local officials association. It is recommended that applicants be sought and an authoritative opinion sought from the local officials association as to the person recommended for selection.

The Policy Board shall adhere to all published guidelines in making the final selection.

## **DUTIES OF THE ASSIGNING SECRETARY**

The KHSAA must be able to have a hands-on approach to the selection and evaluation of the performance of the Assigning Secretaries. Without this authority, it is impossible to ensure that the objectives of the Association are met and that the required supervision is being performed.

It shall be the duty and requirement of each Assigning Secretary to adhere to the published requirements of the KHSAA and the Board of Control as such reporting and monitoring shall be evaluated and reported to the appropriate local policy board prior to any decision being made regarding retention.

## **CONFLICT OF INTEREST STATEMENT-ASSIGNING SECRETARIES**

For the purpose of definition, an Assigning Secretary shall be an individual designated by a local policy board to issue contest assignments for KHSAA member schools from a pool of registered officials.

An Assigning Secretary—

- Shall not serve as a voting member of a regional policy board or officials' association;
- Shall not officiate interscholastic competition in the sport and on the level at which he/she is making contest assignments unless approved by the KHSAA.
- Shall be required to attend annually a meeting of all assigning secretaries in the sport which he/she assigns contests, provided such a meeting is held in the sport;
- Shall have his/her entire salary paid for the assignment of contests (provided a salary is to be paid) by the local policy board and/or officials' association;
- Shall be directly responsible to the KHSAA Assistant Commissioner designated as the Supervisor of Officials.

## **EVALUATION OF OFFICIALS**

- (1) The coaches' ratings should continue in areas where no approved system exists for substitution of the input of local evaluators. Every local association shall develop a system utilizing trained observers for the purpose of evaluating officials and reporting the compiled results to the Commissioner.
- (2) The final results of any system shall be a guideline but not the final determinant in postseason assignments by the Commissioner. In this manner, these items become preliminary notes and not final decisions, and are not subject to viewing by the officials. The integrity of the process and the response of the coaches will depend on this element of the decision.

# Licensing Reference Manual

## PROVIDENCE

Officials are to take action according to the rule books in cases of "Acts of God", or Providence.

## SEVERE WEATHER POLICY FOR OUTDOOR SPORTS

The Referee (Lead Official/Crew Chief) must delay or cancel a contest at the first sound of lightning or thunder at the contest site. The site must be cleared immediately of all persons. If it is anticipated that the storm will pass, the contest may be resumed following a three (3) minute warm-up period, no sooner than thirty (30) minutes after the last sight of lightning or the last sound of thunder.

If the severe weather is of great length or intensity, the Referee has the responsibility and authority to cancel the contest. Contest officials are encouraged to learn the weather forecast prior to contest time and to consult with contest management prior to making weather-related decisions. Safety of the public and participants is the most important factor in any decision of this type.

The Referee (Lead Official/Crew Chief) shall work cooperatively with home contest administration on decisions related to the KMA Heart Illness Plan. Final authority for this decision rests within home contest administration.

## FACILITY/GROUNDS FIT TO PLAY

The Referee (Lead Official/Crew Chief) is to judge, in accordance with the sport's playing rules, as to whether contest site is fit for play. He/she has the authority to cancel a contest due to unfit grounds/facilities, within the scope of those playing rules, or direct corrective action be taken prior to the event. If contests are canceled for this reason, the Association should be notified through the assigning secretary.

## CANCELLATION OR POSTPONEMENT OF CONTESTS

It is the duty of the home school to properly notify the contest officials in case of cancellation or postponement of the athletic contest. Failure to properly notify the officials prior to leaving home will cost the school a contest fee per official.

If a contest is postponed after the start of the contest due to inclement weather, the officials originally assigned to the contest should make every effort to be available for the completion date. The member schools will not be liable for an additional contest fee for the officials to work the re-scheduled contest, but will be liable for an additional travel expense (mileage) fee. Each local officials' association is to implement a policy for the remuneration of officials working a re-scheduled contest who were not originally assigned to the contest.

If a contest is canceled while the officials are en route, the home school is responsible for the payment of a mileage fee to the crew of officials, plus a fee of 1/5 of the scheduled contest fee to each official.

If a contest is canceled and the officials notified prior to departure, there is no financial liability on the part of the school.

## KHSAA PUBLICATIONS/SUPPLIES

Each official is entitled to one copy of the current KHSAA Handbook, and one set of rules books for each sport in which they are currently licensed. In addition, the Officials Trust Fund provides for each licensed official to receive a subscription to the quarterly KHSAA publication *the Athlete*.

Additional copies of the KHSAA Handbook are available, as well as rules books, *the Athlete* publication subscriptions, selected officiating equipment and other publications. Contact the KHSAA or the KHSAA website for a complete listing and the current pricing structure.

## PLAYING RULES AND QUESTIONNAIRES

The playing rules that govern interscholastic athletic competition in Kentucky are formulated by the National Federation of State High School Associations except for tennis and golf, and are regulated by KHSAA bylaws. The KHSAA supports the National Federation's policy of requiring that those who develop the rules also play by the rules. Persons who are involved at the interscholastic level and are directly responsible to secondary schools write National Federation rules for the high school level of competition. According to National Federation policy, the KHSAA would forfeit its opportunity to appoint representatives to the National Federation rules committees if this Association were to make exceptions to, or modifications of, National Federation rules for varsity competition on a statewide basis.

While members of the Association, the Association staff and the contest officials may not agree with every decision made by the rules committees, it is the National Federation policy to acknowledge and utilize our persons who have committee input, and respond to questionnaires when asked. Officials who wish to voice a concern or offer a recommendation to a specific sport committee may do so by writing to the appropriate member of the KHSAA Staff. Playing rules questions are more appropriately addressed to the rules interpreter for that particular sport.

Currently, rules interpreters are - Larry Boucher (Basketball, Field Hockey, Golf, Tennis, Volleyball); Brigid DeVries (Spirit); Roland Williams (Soccer, Softball, Swimming); Julian Tackett (Baseball, Cross Country, Football, Track, Wrestling).

# KHSAA Contest Official

## UNIFORM REQUIREMENTS

Below are the various requirements for the different sports. These requirements are only for the clothing part of the uniform and do not include much of the other equipment.

*Baseball* - Heather gray uniform pants with navy blue pullover shirt with red and white trim with a red number with white trim on right sleeve or Heather gray uniform pants with light blue pullover shirt with navy and white trim and a red number with white trim on right sleeve; black shoes; black socks; navy blue ball bag. Undershirt, if visible, shall be navy blue. Jacket, if worn during contest, shall be the official KHSAA navy pullover with red/white numbers on right sleeve. Plate coat with KHSAA Officials Division logo is permissible. All umpires in a given contest shall wear the same type shirt. No patches are allowed on hats

*Basketball* - Black and white vertically striped collarless shirt without pocket; black slacks; black basketball official shoes with black shoelaces; black socks. Belt, if worn, shall be black. Jacket, if worn, shall be black, and patch on the jacket shall be the KHSAA Official Jacket Patch.

*Field Hockey* - Alternating black and white 1-inch vertically striped shirt; black skirt, culottes, slacks or shorts; appropriate shoes; whistle; warning cards, approximately 3" square or 3" X 5" (yellow and red).

*Football* - Black and white vertically striped shirt with pocket, long or short sleeved; white tapered knickers, one-piece sock with modified Northwestern stripe; solid black football shoes and black shoe laces; black belt and baseball-type cap. All officials in a given contest shall wear the same type shirt. Jackets shall not be worn during the contest. If a patch is worn on the jacket, it shall be the KHSAA Official Jacket Patch. No patches are allowed on hats. Position packets may be worn if all on a crew wear them. Black or white shorts may be worn in place of the knickers during non-varsity contests with local Association approval.

*Soccer* - Solid black shirt with white collar and cuffs shall be the primary shirt; black with white pinstripes, gold with black pinstripes, red with black pinstripes and blue with black pinstripes may be worn as an alternate jersey; (shirts may contain KHSAA, NFHS or local association high school logos but cannot display any NISOA, USSF, NIAAA, NCAA or other logos); black shorts, long trousers, culottes or skirt; black shoes and black socks or stockings with white tops. Belt and cap, if worn, shall be black.

*Softball* - Heather gray uniform pants with navy blue pullover shirt with red and white trim with a red number trimmed in white numbers on right sleeve or Heather gray uniform pants with light blue pullover shirt with navy and white trim and a red number with white trim on right sleeve; black shoes; black socks; navy blue ball bag. Undershirt, if visible, shall be navy blue. Jacket, if worn during contest, shall be official KHSAA navy pullover with red/white numbers on right sleeve. All umpires in a given contest shall wear the same type shirt.

*Swimming* - White shirt, khaki trousers, white footwear and a whistle. A navy jacket may be worn.

*Track/Cross Country* - The track official's uniform has not been standardized. It is suggested the official wear either black and white vertically striped shirt, black slacks or shorts; black shoes and socks; all white or wear like-colored garments for identification. Any color cap may be worn.

*Volleyball* - White shirt; black slacks or shorts; gym shoes and socks. For KHSAA sponsored state championship competition, black shoes and black slacks shall be worn.

*Wrestling* - Black officials shoes; black slacks; belt, if worn, shall be black; and black and white vertically striped shirt. Jacket worn between matches shall be black.

## VARSIITY CONTEST FEES

The Board of Control sets standard varsity contest fees for Baseball, Basketball, Football, Soccer, Softball, Volleyball, and Wrestling. Member schools that do not pay at least the standard fee and varsity contest officials who work for less than the standard fee are in violation of KHSAA regulations. The Board of Control has not yet set a standard fee for officials in Field Hockey or Swimming. These fees are the standard fees, and no school may pay less for a varsity contest. Regional Policy Boards desiring to pay an additional allowance due to concerns about travel by officials may do so, and must notify the KHSAA of such fees.

The Board of Control has established minimum fees for postseason play. In all tournament levels and in all sports (with the exception of football), one member of the crew of officials is to be paid a mileage allowance per mile for all necessary travel based on the mileage submitted to the manager by the association staff member in charge of the sport. In football, two members of the crew may be paid a mileage allowance based on the mileage submitted by the association staff member in charge of the sport. Additional postseason allowances shall be at the discretion of the tournament manager and must be approved by the Commissioner.

The following shall be the fee schedule for the 2004-2005 school year.

### BASEBALL

Regular season - \$42.50 per contest per official for a two person crew, \$37.50 each additional contest. If additional officials are assigned, the minimum fee may be reduced by \$5. The total amount paid to baseball umpires in a given local policy board area shall be no greater than \$5.00 more (per contest) than the amount paid to fast pitch umpires.

District tournament officials shall be paid a minimum fee of \$42.50 per contest for a three-person or four-person system. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Regional tournament officials shall be paid a minimum fee of \$47.50 per contest if working a three-person system, and a minimum fee of \$42.50 per contest if working a four-person system. It is strongly

## Licensing Reference Manual

recommended that four officials be used in each regional tournament contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Semi-state (sectional) tournament officials shall be paid \$52.50 per contest and shall be assigned to a four-person crew. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

State tournament officials (semifinals and finals) shall be paid \$57.50 per contest and shall be assigned to a four-person crew.

### **BASKETBALL**

Regular Season - \$45 per contest per official, two (2) person crew, \$35 per contest per official - three (3) person crew.

District tournament officials shall be paid a minimum fee of \$50.00 per contest when working in a three-person system. A crew of three officials shall be used in all postseason tournament contests. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Region tournament officials shall be paid a minimum fee of \$55.00 per contest when working in a three-person system. A crew of three officials shall be used in all postseason tournament contests. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

State tournament officials shall be paid \$60.00 per contest when working in a three-person system. A crew of three officials shall be used in all postseason tournament contests.

### **FAST PITCH SOFTBALL**

Regular Season - \$37.50 per contest per official for a two-person crew, \$32.50 each additional contest. If additional officials are assigned, the minimum fee may be reduced by \$5. The total amount paid to baseball umpires in a given local policy board area shall be no greater than \$5.00 more (per contest) than the amount paid to fast pitch umpires.

District tournament officials shall be paid a minimum fee of \$42.50 per contest if working in a two-person system, and a minimum fee of \$37.50 per contest if working in a three-person system. It is strongly recommended that three officials be used in each district tournament contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Regional tournament officials shall be paid a minimum fee of \$47.50 per contest if working a two-person system, and a minimum fee of \$42.50 per contest if working a three-person system. It is strongly recommended that three officials be used in each regional tournament contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

State tournament officials shall be paid \$52.50 per contest if working a two-person system and \$47.50 per contest if working a three-person system.

### **FOOTBALL**

Regular season - \$50 per contest per official, five (5)-person crew.

First round playoff officials shall be paid a minimum fee of \$55.00 per contest and shall be assigned to a five-person crew. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Second round playoff officials shall be paid a minimum fee of \$60.00 per contest and shall be assigned to a five-person crew. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Third round playoff officials shall be paid a minimum fee of \$65.00 per contest and shall be assigned to a five-person crew. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Fourth round (semifinal) officials shall be paid a minimum fee of \$70.00 per contest and shall be assigned to a five-person crew. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

State championship officials shall be paid a minimum fee of \$80.00 per contest and shall be assigned to a five-person crew.

### **SOCCER**

Regular season - \$45 per contest per official - two (2)-person crew; \$40 per contest per official - three (3) -person crew.

District tournament officials shall be paid \$45.00 per contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

## **KHSAA Contest Official**

Region tournament officials shall be paid \$50.00 per contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Sectional and sub-sectional officials shall be paid \$55.00 per contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

State tournament officials shall be paid \$60.00 per contest.

### **SLOW PITCH SOFTBALL**

Regular Season - \$25 per contest.

State tournament officials shall be paid \$40 per contest.

### **TRACK AND CROSS COUNTRY**

There is no standard fee established for regular season competition in track or Cross Country. In Track and Field, where there are more than four schools, there shall be at least one licensed official at a meet.

Regional Track meet assigned officials shall be paid a minimum fee of \$60 per classification.

Cross Country Regional meet assigned officials shall be paid a minimum fee of \$30 per race.

Other State track and cross country officials will be paid according to position in accordance with a scale approved by the Commission in advance.

### **VOLLEYBALL**

Regular Season - \$32.50 per match (two out of three contests, rally scoring). Shortened format - \$24 first contest, \$15 each additional contest.

District tournament officials shall be paid \$37.50 per match. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

Region tournament officials shall be paid \$42.50 per contest. In the case where an official is required to travel outside of the local assigning area by virtue of the assignments, the fee shall be increased by \$5 per person, per contest.

State tournament officials shall be paid \$47.50 per contest.

### **WRESTLING**

Regular Season - The fee shall \$40 per standard dual match. For a double dual, the fee shall be \$70 per official. For a tri-meet, the fee shall be \$90 per officials. For a quad, which must use a minimum of two officials, the fee shall be \$90 per official. For a one-day 16-person bracket tournament, the fee shall be \$150 per official. For a two-day, 24-person bracket tournament, the fee shall be \$200 per official and for a two-day, 32-person bracket, the fee shall be \$225 per official. The host school is responsible for the full complement of officials.

Regional tournament officials shall be paid a minimum fee of \$125.00 per tournament.

State tournament officials shall be paid a predetermined rate per session based on the format of the tournament. Additional postseason allowances for lodging, etc. shall be at the discretion of the tournament manager and must be approved by the Commissioner.

## **KHSAA POST SEASON ASSIGNMENTS**

To be eligible for post-season assignments, officials must meet the following guidelines.

### **BASEBALL**

Umpires for all KHSAA sponsored championship competition shall be assigned by the Commission. Only KHSAA Level 2 or Level 3 officials shall be used in the regional, semi-state or state tournaments. Exceptions must be approved by the Commissioner.

Local associations may submit recommendations for postseason assignments to district, region, semi-state and state tournament contests. The final selection shall be made by the Commission.

### **BASKETBALL**

Officials for all KHSAA sponsored state championship competition shall be assigned by the Commission. Only KHSAA Level 2 or Level 3 officials shall be used in the district, regional or state tournaments. An official shall not officiate a district tournament in the district in which he/she resides. Exceptions must be approved by the Commissioner.

Local associations may submit recommendations for postseason assignments to district, region, and state tournament contests. The final selection shall be made by the Commission.

### **FAST-PITCH SOFTBALL**

Umpires for all KHSAA sponsored championship competition shall be assigned by the Commission. Only KHSAA Level 2 or Level 3 officials shall be used in the district, regional or state tournaments. Exceptions must be approved by the Commissioner.

## Licensing Reference Manual

Local associations may submit recommendations for postseason assignments to district, region and state tournament contests. The final selection shall be made by the Commission.

### **FOOTBALL**

Officials for all KHSAA sponsored state championship competition shall be assigned by the Commission. Only KHSAA Level 2 or Level 3 officials shall be used in all rounds of the state football playoffs. Exceptions must be approved by the Commissioner.

Local associations may submit recommendations for postseason assignments to playoff contests. The final selection shall be made by the Commission.

### **SLOW-PITCH SOFTBALL**

Umpires for all KHSAA sponsored state championship competition shall be assigned by the Commission and shall be licensed by the KHSAA.

Local associations may submit recommendations for postseason assignments to district, region, section and state tournament contests. The final selection shall be made by the Commission.

### **SOCCER**

Officials for all KHSAA sponsored state championship competition shall be assigned by the Commission and shall be licensed by the Kentucky High School Athletic Association.

Local associations may submit recommendations for postseason assignments to district, region, sectional and state tournament contests for the contests which will all be worked with three officials. The final selection shall be made by the Commission.

### **TRACK AND CROSS COUNTRY**

The local management of the postseason track and cross country meets shall have the authority to hire and utilize all licensed officials necessary for properly conducting the meets. Where possible, these managers are encouraged to utilize KHSAA licensed track officials. In Track and Field meets where more than four (4) teams are participating, a KHSAA licensed official shall be used.

For the State Track and Cross Country meets, the Commission shall have the authority to hire and utilize all officials necessary for properly conducting the meets. Where possible, the Association will utilize KHSAA licensed track officials for the state meets.

Final approval for all selections to the meets must be made by the Commission.

### **VOLLEYBALL**

Officials for all KHSAA sponsored state championship competition shall be assigned by the Commission. Only licensed officials may be used for district, regional or state tournaments.

Local associations may submit recommendations for postseason assignments to playoff contests. The final selection shall be made by the Commission.

### **WRESTLING**

Only officials licensed by the Kentucky High School Athletic Association may officiate in the regional or state meet. The final selection shall be made by the Commission.

Local associations may submit recommendations for postseason assignments to region, section and state tournament contests. The final selection shall be made by the Commission.

# KHSAA Contest Official

## SUPERVISOR OF OFFICIALS

Currently, the Supervisor of Officials is:

Larry Boucher  
Assistant Commissioner, KHSAA  
2280 Executive Drive  
Lexington, KY 40505  
(859)299-5472 - Phone  
(859)293-5999 - Fax  
*lboucher@khsaa.org*

## LOCAL POLICY BOARDS

Currently, the chairpersons of the Local Policy Boards are:

### **1st Region**

Glen Ringstaff  
Reidland HS  
5349 Benton Road  
Paducah, KY 42003

### **2nd Region**

James L. Stevens  
Hopkins County Schools  
PO Box 509  
Madisonville, KY 42431

### **3rd Region**

Dave Cowden  
Hancock County HS  
80 State Rt. 271 S.  
Lewisport, KY 42351

### **4th Region**

Tim Schlosser  
Franklin-Simpson HS  
PO Box 389  
Franklin, KY 42134

### **5th Region**

Jerry Taylor  
Hart County HS  
1014 S. Dixie Highway  
Munfordville, KY 42765

### **6th / 7th Region**

Bob Peters  
Atherton HS  
3000 Dundee Road  
Louisville, KY 40205

### **8th Region**

Mitchell Irvin  
South Oldham HS  
5900 Highway 329  
Crestwood, KY 40014

### **9th Region**

Mike Guidugli  
Covington Catholic HS  
1600 Dixie Highway  
Covington, KY 41011

### **10th /11th Region**

Phil Rison  
Montgomery County HS  
724 Woodford Dr.  
Mount Sterling, KY 40353

### **12th Region**

Rodney Woods  
Wayne County HS  
2 Kenny Davis Blvd.  
Monticello, KY 42633

### **13th Region**

Larry Warren  
Barbourville Schools  
PO Box 520  
Barbourville, KY 40906

### **14th Region**

Ozz Jackson  
Whitesburg HS  
38 College Drive  
Whitesburg, KY 41858

### **15th Region**

Jerry Meade  
Pike Co. Schools  
PO Box 3097  
Pikeville, KY 41502

### **16th Region**

Gary Kidwell  
Lewis County HS  
PO Box 99  
Vanceburg, KY 41179

# Licensing Reference Manual

## BASEBALL ASSOCIATIONS

### **1st Region Umpires Association**

B.F. Behrendt  
344 Calvert Drive  
Paducah, KY 42003  
bbehrendt@mccracken.k12.ky.us  
(270)898-8943 (H); (270)538-4210 (W)  
(270)744-4211 (F)

### **2nd Region Pennyrile Baseball Umpires Association**

Eldridge Rogers  
188 Fairway Trace  
Cadiz, KY 42211  
erogers@mchsi.com  
(270)522-0339 (H)

### **3rd Region Officials Association**

David Pentecost  
255 Oakhurst Road  
Greenville, KY 42345  
davidpen@bellsouth.net  
(270)338-9652 (H)  
(270)755-6225 (W) (after 11pm)

### **4th Region South Central Kentucky Umpires Association**

Phil Burkeen  
1709 Planters Way  
Bowling Green, KY 42104-4455  
pburkeen@warren.k12.ky.us  
(270)781-9176 (H); (270)781-1277 (W)  
(270)791-1845 (C); (270)843-2610 (F)

### **5th Region Tri-State Officials Association**

Mike Ash  
503 East Maple St.  
Campbellsville, KY 42718  
(270)465-8962 (H); (270)465-0945 (F)

### **6th/7th Region Kentuckiana Baseball Umpires Association**

Mike Schaefer  
6501 Echo Trail  
Jeffersontown, KY 40299-5103  
mikesch@bellsouth.net  
(502)267-7177 (H)

### **8th Region Baseball Association**

Jacob Asher  
4241 Canterbury Green Way  
Lexington, KY 40514-3204  
jaysher@insightbb.com  
(859)223-4285 (H); (502)863-4131 (W)  
(859)224-0841 (F); (859)492-4285 (C)

### **9th Region Baseball Association**

Dave Arnold  
6 Sperti Drive  
Edgewood, KY 41017  
david.j.arnold@fritolay.com  
(859)282-9925 (H); (859)341-5026 (W)  
(859)344-8543 (F)

### **10th/11th Region Central Kentucky Umpires Association**

William O. Bradley  
204 View Point Dr.  
Richmond, KY 40475  
ckuapops@yahoo.com  
(859)626-7981 (H); (859)893-1989 (C)  
(859)986-3837 (F); (859)527-9737 (P)

### **12th Region Lake Cumberland Umpires Association**

John Drake  
406 Brookside Dr.  
Danville, KY 40422  
jed\_ref@yahoo.com  
(859)936-2177 (H); (859)238-1233 (W)  
(859)238-1234 (F); (859)238-0951 (C)

### **13th Region Cumberland Umpires Association**

Vaughn Hatcher  
565 Tedd Ball Road  
Williamsburg, KY 40769  
vhatcher@cumberland.edu  
(606)549-5872 (H); (606)539-4437 (W)  
(606)539-4490 (F)

### **14th Region Umpires Association**

Mike Melton  
16 Branded Dr.  
Whitesburg, KY 41858  
mmelton@letcher.k12.ky.us  
(606)633-1416, ext. 304 (W); (606)632-2173 (H)  
(606)853-2144 (P); (606)633-2447 (F)

### **15th Region Big Sandy Umpires Association**

Robert Staggs  
312 Cedar Creek Road  
Pikeville, KY 41501  
robstaggs@hotmail.com  
(606)432-1807 (H); (606)218-5357 (W)  
(606)218-5351 (F); (606)454-2075 (C)

### **16th Region Northeastern Ky. Umpires Association**

Ken Clark  
116 Grove St.  
Russell, KY 41169  
kcclark22@hotmail.com  
(606)836-4086 (H); (606)921-6096 (W)  
(606)836-2636 (F); (606)923-4086 (C)

# KHSAA Contest Official

## BASKETBALL ASSOCIATIONS

BASKETBALL ASSIGNERS

### **1st Region Basketball Officials**

Howard Finley  
3258 Monroe Street  
Paducah, KY 42001  
kyfin@apex.net  
(270)443-1148 (H); (270)575-3974 (F)

### **2nd Region Basketball Officials Association**

Mickey Allen  
3030 Singletree Drive  
Hopkinsville, KY 42240  
(270)885-4364 (H); (270)886-2573 (W)  
(270)839-4605 (C); (270)885-4364 (F)

### **3rd Region Basketball Officials**

Wayne Divine  
111 Fairway Drive  
Central City, KY 42330  
(270)754-2783 (H); (270)754-1851 (W)  
(270)754-9570 (F)

### **4th Region South Central Kentucky Basketball Association**

Mike Cobb  
150 Scottsborough Circle  
Bowling Green, KY 42103  
mbcobb@bowlinggreen.net  
(270)781-2573 (H); (270)842-7600 (W)  
(270)842-8777 (F); (270)791-2004 (C)

### **5th Region Basketball Officials Association**

Joe Bartley  
228 St. Martins Road  
Flaherty, KY 40175  
bartleyj@knox-rotc.army.mil  
(270)828-3557 (H); (502)624-8149 (W)  
(502)624-3936 (F)

### **6th/7th Region Kentuckiana Basketball Officials Association**

Robert "Rip" Hatfield  
8109 Regency Woods Way  
Louisville, KY 40220  
rmhatfield@peoplepc.com  
(502)495-0648 (H); (502)364-3659 (W)  
(502)364-3612 (F); (502)621-4813 (P)  
(502)553-4691 (C)

### **8th Region Basketball Officials Association**

Burney Jenkins  
124 Sturbridge Dr.  
Georgetown, KY 40324  
bjen1766@bellsouth.net  
(859)868-9242 (H); (502)863-3805 (W)  
(502)867-1372 (F); (859)892-6352 (P)

### **9th Region Basketball Officials Association**

Tom Haas  
10 Rosa Place  
Cold Spring, KY 41076  
cahtvh@fuse.net  
(859)441-9570 (H); (859)261-6000 (W)  
(859)261-6002 (F)

### **10th/11th Region Bluegrass Basketball Association**

Rick Chasteen  
2275 Old Lair Road  
Cynthiana, KY 41031  
rickchasteen@setel.com  
(859)234-3506 (H); (859)234-1400 (W)  
(859)234-7555 (C)

### **12th Region Lake Cumberland Basketball Officials**

Noel Hargis  
173 Harts Place Dr.  
Somerset, KY 42501  
jmidden@somerset.k12.ky.us  
(606)679-6417 (H); (606)679-5466 (W)  
(606)678-0864 (F)

### **13th Region Cumberland Valley Basketball Officials Association**

Ray Canady  
PO Box 244  
Barbourville, KY 40906  
rayb.canady@mail.state.ky.us  
(606)546-4765 (H); (606)546-5919 (W)  
(606)546-2168 (F); 1(800)755-6879 (P)  
(606)524-2532 (C)

### **14th Region Officials Association**

Happy Mobelini  
730 Sun Valley Terrace  
Hazard, KY 41701  
(606)436-4766 (H); (606)439-1318 (W)  
(606)439-2285 (F)

### **15th Region Officials Association**

Jerry Hurley  
619 Mulberry Street  
Williamson, WV 45661  
sca00188@mail.wvnet.edu  
(304)235-6778 (H); (606)237-5100 (W)  
(606)237-5101 (F); (606)237-7644 (P)  
(606)424-7220 (C)

### **16th Region Northeastern Kentucky Basketball Officials Association**

Bobby Crager  
1703 Mary Ellen Drive  
Flatwoods, KY 41139-1727  
leeann@zoomnet.net  
(606)836-6069 (H); (606)836-9661 (W)  
(606)836-4222 (F)

# Licensing Reference Manual

## FOOTBALL ASSOCIATIONS

### **1st/2nd Region**

#### **Western Kentucky Football Conference**

Don Green  
817 Pryor Street  
Mayfield, KY 42066  
gggreen@bellsouth.net  
(270)247-6038 (H); (270)247-6038 (F)  
(270)519-8446 (C)

### **3rd Region**

#### **Big Eight Officials Association**

Billy T. Haynes  
6660 US 60 East  
Henderson, KY 42420-2407  
billythaynes@adelphia.net  
(270)827-3388 (H)

### **4th Region**

#### **Southern Kentucky Conference Football Officials Association**

Andy Vervilles  
1501 Shady Ridge Court  
Bowling Green, KY 421024  
skyconf@peoplepc.com  
(270)782-0654 (H); (502)643-6468 (W)  
(270)842-3960 (F)

### **5th Region**

#### **Mid Kentucky Football Officials Association**

Dick Morse  
163 N. Deepwood Drive  
Radcliff, KY 40160-2656  
oleref@msn.com  
(270)351-3748 (H); (270)351-3748 5\*\* (F)  
(270)766-2642 (C)

### **6th/7th Region**

#### **Kentuckiana Football Officials Association**

Bob McGrath  
2606 Blevins Gap Road  
Louisville, KY 40272  
nflref35@aol.com  
(502)933-4513 (H); (502)494-1265 (C)

### **9th Region**

#### **Northern Kentucky Officials Association**

Stan Steidel  
16 N. Ft. Thomas Ave.  
Fort Thomas, KY 41075  
steidel@covington.k12.ky.us  
(859)441-5138 (H); (859)572-9400 (W)  
(859)572-0010 (F); (859)240-0383 (C)

### **10th/11th Region**

#### **Central Kentucky Football Officials Association**

Curt Duff  
233 South Point Dr.  
Lexington, KY 40503  
curtduff@aol.com  
(859)273-2661 (H); (859)278-6026 (W)  
(859)278-6028 (F); (859)321-1138 (C)

### **12th Region**

#### **Lake Cumberland Football Officials**

Noel Hargis  
173 Harts Place Dr.  
Somerset, KY 42501  
jmidden@somerset.k12.ky.us  
(606)679-6417 (H); (606)679-5466 (W)  
(606)678-0864 (F)

### **13th Region**

#### **Southeastern Kentucky Football Officials Association**

Ray Canady  
PO Box 244  
Barbourville, KY 40906  
rayb.canady@mail.state.ky.us  
(606)546-4765 (H); (606)546-5919 (W)  
(606)546-2168 (F); 1(800)755-6879 (P)  
(606)524-2532 (C)

### **14th Region Football Officials**

Bill Dixon  
21 Gum Avenue  
Hazard, KY 41701  
(606)439-4268 (H); (606)436-5789 (W)  
(606)439-2285 (F)

### **15th Region Football Officials**

Jerry Hurley  
619 Mulberry Street  
Williamson, WV 45661  
sca00188@mail.wvnet.edu  
(304)235-6778 (H); (606)237-5100 (W)  
(606)237-5101 (F); (606)237-7644 (P)  
(606)424-7220 (C)

### **16th Region**

#### **Northeastern Kentucky Football Officials Association**

Bobby Crager  
1703 Mary Ellen Drive  
Flatwoods, KY 41139-1727  
leeann@zoomnet.net  
(606)836-6069 (H); (606)836-9661 (W)  
(606)836-4222 (F)

# KHSAA Contest Official

## SOCCER ASSOCIATIONS

### **1st/2nd Region**

**Western KY Soccer Officials Association**  
Ross Meloan  
938 Crossland Rd.  
Murray, KY 42071  
[ross.meloan@murraystate.edu](mailto:ross.meloan@murraystate.edu)  
(270)753-0387 (H); (270)762-3735 (W)  
(270)762-3516 (F); (270)293-0513 (C)

### **3rd Region**

**Big Eight Officials Association**  
William Armstrong  
430 French Road  
Waverly, KY 42462  
[wambill@hotmail.com](mailto:wambill@hotmail.com)  
(270)827-0032 (H); (270)389-5442 (W)  
(270)389-5478 (F)

### **4th Region**

**South Central Soccer Officials**  
Ronnie Cowan  
303-A Reynolds Road  
Glasgow, KY 42141  
[refnron@yahoo.com](mailto:refnron@yahoo.com)  
(270)749-3209 (H); (270)678-7260 (W)  
(270)678-7260 (F) (call first); (270)670-5372 (C)

### **5th Region**

**Lincoln Trail Soccer Officials Association**  
Danny Percell  
120 Haycraft Street  
Elizabethtown, KY 42701  
[dannypercell@aol.com](mailto:dannypercell@aol.com)  
(270)763-1529 (H); (270)765-6674 (W)  
(270)737-3641 (F); (270)735-7316 (P)  
(270)766-8392 (C)

### **6th/7th Region**

**Kentuckiana Soccer Officials Association**  
Estelle Quisenberry  
4512 Lunenburg Drive  
Louisville, KY 40245  
[mom\\_popq@yahoo.com](mailto:mom_popq@yahoo.com)  
(502)425-0677 (H); (502)426-7057 (F)

### **9th Region**

**Northern Kentucky Soccer Officials Association**  
John Dietz  
2689 Gayle Court  
Lakeside Park, KY 41017  
[jdietz@fuse.net](mailto:jdietz@fuse.net)  
(859)341-1659 (H); (513)591-0111 (W)  
(513)542-1507 (F); (513)703-6324 (C)

### **10th/11th Region**

**Central Kentucky Soccer Officials**  
Majid Rezaee  
3433 Chestnut Hill Lane Dr.  
Lexington, KY 40517  
[majidrezae@aol.com](mailto:majidrezae@aol.com)  
(859)264-7289 (H); (502)564-4556 (W)

### **12th/13th Region**

**Southeast Soccer Officials**  
Thomas Floro  
304 Randolph Street  
Somerset, KY 42501  
[tfloro@charter.net](mailto:tfloro@charter.net)  
(606)678-0305 (H); (606)224-1107 (C)

### **16th Region**

**Gateway Soccer Officials Association**  
Marty Torgrimson  
PO Box 1596  
Ashland, KY 41105-1596  
[m.torgrimson@wordnet.att.net](mailto:m.torgrimson@wordnet.att.net)  
(606)324-8088 (H); (606)324-1179 (W)  
(606)325-8801 (F)

SOCCER ASSIGNERS

# Licensing Reference Manual

## SOFTBALL ASSOCIATIONS

**1st Region  
Umpires Association**  
B.F. Behrendt  
344 Calvert Drive  
Paducah, KY 42003  
bbehrendt@mccracken.k12.ky.us  
(270)898-8943 (H); (270)538-4210 (W)  
(270)744-4211 (F)

**2nd Region  
Pennyrile Umpires Association**  
Del Brantley  
PO Box 28  
Salem, KY 42078  
dbrantpc@tds.net  
(270)988-2503 (H); (270)988-2422 (W)  
(270)836-0649 (C); (270)988-3398 (F)

**3rd Region Officials Association**  
David Pentecost  
255 Oakhurst Road  
Greenville, KY 42345  
davidpen@bellsouth.net  
(270)338-9652 (H)  
(270)755-6225 (W) (after 11pm)

**4th Region  
South Central Kentucky Umpires Association**  
Mark Woodcock  
2429 Old Munfordville Rd.  
Glasgow, KY 42141  
gilco57@glasgow-ky.com  
(270)651-8777 (W); (270)651-87457 (F)  
(270)678-6004 (H); (270)646-8994 (C)

**5th Region  
Tri-State Officials Association**  
Mike Ash  
503 East Maple St.  
Campbellsville, KY 42718  
(270)465-8962 (H); (270)465-0945 (F)

**6th/7th Region  
Kentuckiana Softball Umpires Association**  
John D. Smith  
10201 Hearthstone  
Louisville, KY 40272  
jdsmit01@louisville.edu  
(502)937-6304 (H); (502)852-6707 (W)  
(502)852-6709 (F)

**8th Region Association**  
Jim Ray  
810 6th Street  
Carrollton, KY 41008-1229  
jimray3413@hotmail.com  
(502)732-4089 (H)

**9th Region  
Softball Umpires Association**  
Gary Huhn  
10 East 31st St.  
Covington, KY 41015  
(859)655-9545 (W)

**10th/11th Region  
Metro Sports Alliance**  
Jerry Johnson  
3696 Hurricane Hill Rd.  
Lexington, KY 40511  
(859)255-6997 (H); (859)255-6997 \*51 (F)

**12th Region  
Lake Cumberland Softball Umpires Association**  
Jim Adams  
122 Lancaster Street  
Crab Orchard, KY 40419  
jeadm@netscape.net  
(606)355-2735 (H); (859)238-1107 (W, a.m. only)  
(859)239-0003 (F)

**13th Region  
Cumberland Umpires Association**  
Vaughn Hatcher  
565 Tedd Ball Road  
Williamsburg, KY 40769  
vhatcher@cumberland.edu  
(606)549-5872 (H); (606)539-4437 (W)  
(606)539-4490 (F)

**14th Region Umpires Association**  
Mike Melton  
16 Branded Dr.  
Whitesburg, KY 41858  
mmelton@letcher.k12.ky.us  
(606)633-1416, ext. 304 (W); (606)632-2173 (H)  
(606)853-2144 (P); (606)633-2447 (F)

**15th Region  
Big Sandy Umpires Association**  
Robert Staggs  
312 Cedar Creek Road  
Pikeville, KY 41501  
robstaggs@hotmail.com  
(606)432-1807 (H); (606)218-5357 (W)  
(606)218-5351 (F); (606)454-2075 (C)

**16th Region  
Northeastern Kentucky Umpires Association**  
Ken Clark  
116 Grove St.  
Russell, KY 41169  
kcclark22@hotmail.com  
(606)836-4086 (H); (606)921-6096 (W)  
(606)836-2636 (F); (606)923-4086 (C)

SOFTBALL ASSIGNERS

# KHSAA Contest Official

## VOLLEYBALL ASSOCIATIONS

**1st/2nd Region  
Volleyball Officials**  
Eldridge Rogers  
188 Fairway Trace  
Cadiz, KY 42211  
erogers@mchsi.com  
(270)522-0339 (H)

**3rd Region  
Volleyball Officials**  
Barry Barnes  
Box 155  
Rockport, KY 42369  
(270)274-3028 (H)

**4th Region  
Volleyball Officials**  
James Williams  
143 Meadowbrook Dr.  
Bowling Green, KY 42101  
swesky@juno.com  
(270)782-0712 (H); (270)843-6927 (F)  
(270)792-8309 (C)

**5th Region  
Volleyball Officials**  
Mike Holt  
1435 Ed Brent Lane  
Bardstown, KY 40004  
(502)348-0397 (H); (502)348-0397 (F)

**6th/7th Region  
Kentuckiana Volleyball  
Officials Association**  
John D. Smith  
10201 Hearthstone  
Louisville, KY 40272  
jdsmit01@louisville.edu  
(502)937-6304 (H); (502)852-6707 (W)  
(502)852-6709 (F)

**9th Region  
Northern Kentucky Volleyball Officials**  
Luci Cecil  
118 Orchard Terrace  
Cold Springs, KY 41076  
luci@fuse.net  
(859)441-4351 (H)

**10th/11th Region  
Central Kentucky Volleyball Officials**  
Bruce Quick  
291 Burke Road  
Lexington, KY 40511  
(859)252-7947 (H); (859)231-9021 (W)

**12th Region  
Volleyball Officials**  
James Mills  
2685 West Hwy. 80  
Somerset, KY 42503  
mills\_james@hotmail.com  
(606)679-2718 (H); (606)679-9265 (W)  
(606)305-4780 (C); (606)677-8712 (P)  
(606)679-5382 (F)

**13th Region  
Volleyball Officials**  
Vaughn Hatcher  
565 Tedd Ball Road  
Williamsburg, KY 40769  
vhatcher@cumberland.edu  
(606)549-5872 (H); (606)539-4437 (W)  
(606)539-4490 (F)

**14th Region  
Volleyball Officials**  
Happy Mobelini  
730 Sun Valley Terrace  
Hazard, KY 41701  
(606)436-4766 (H); (606)439-1318 (W)  
(606)439-2285 (F)

**15th Region  
Northeastern Kentucky Volleyball Officials**  
David Bolen  
14300 Highway 550 E  
Lackey, KY 41643  
dbolen@knott.k12.ky.us  
(606)946-2945 (H); (606)946-2132 (W)  
(606)791-5683 (C); (606)946-2629 (F)

**16th Region  
Volleyball Officials**  
Ron Dixon  
12038 East Johnson Rd.  
Ashland, KY 41102-7732  
referee@wwd.net  
(606)928-0061 (H); (606)329-7075 (W)  
(606)327-5954 (F); (606)920-0820 (P)

VOLLEYBALL ASSIGNERS

## Licensing Reference Manual

### WRESTLING ASSOCIATIONS

Larry V. Mann  
2651 Alice Ave.  
New Albany, IN 47150-6226  
[lawmann1@msn.com](mailto:lawmann1@msn.com)  
(812)945-7875 (H); (812)949-4272 (W)

Jack Cline  
122 Roan Rd.  
Versailles, KY 40383  
[jjcline@prodigy.net](mailto:jjcline@prodigy.net)  
(859)873-5045 (H, W, F)

Eddie Paden  
LaRue Co. High School  
925 S. Lincoln Blvd.  
Hodgenville, KY 42748  
[epaden@larue.k12.ky.us](mailto:epaden@larue.k12.ky.us)  
(270)358-2210 (W); (270)358-9469 (F)



### **Ump Attire**

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Danville, KY 40422

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Phone: 859-236-4488  
Fax: 859-236-2355

E-Mail: [playball@ump-attire.com](mailto:playball@ump-attire.com)  
Website: [www.ump-attire.com](http://www.ump-attire.com)



**OFFICIAL KHSAA  
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# KHSAA Contest Official

## RULES CLINICS

It is an Association requirement that each licensed official and head coach attend a rules interpretation clinic conducted by the KHSAA (ByLaw 26, Sec. 2). All Track officials are required to attend a clinic every other year. Officials who have not met the requirement will not be permitted to officiate any postseason contest. Coaches who have not met the requirement will not be permitted to coach any postseason contest. Currently, attendance by swimming coaches at clinics is not mandatory.

For 2004-05, approved KHSAA rules clinic sites and dates are as follows:  
(ALL TIMES ARE LOCAL TO SITE) - AS OF MAY 4, 2004 - KHSAA Website ([www.khsaa.org](http://www.khsaa.org)) will reflect any updated information regarding clinic schedules.

### **BASEBALL**

(All times are 7 p.m., unless noted otherwise)

- 1/15 Louisville, Holiday Inn Fern Valley (w/KBCA Conference), TBA
- 1/23 London, North Laurel HS, 5 p.m.
- 1/26 Florence, Boone Co. HS
- 1/29 Bowling Green HS, 9 a.m.
- 1/30 Cadiz, Trigg Co. HS, 5 p.m.
- 2/5 Paintsville, Johnson Central HS, 9 a.m.
- 2/13 Versailles, Woodford Co. HS, 3 p.m.
- 2/20 Elizabethtown, John Hardin HS, 3 p.m.
- 4/14 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

### **BASKETBALL**

(All times are 7 p.m., unless noted otherwise)

- 10/11 Bardstown, Nelson Co. HS
- 10/12 Eastern, Allen Central HS
- 10/13 London, South Laurel HS
- 10/14 Grayson, East Carter HS
- 10/21 Louisville, TBA
- 10/25 Paris, Bourbon Co. HS
- 10/26 Newport HS
- 11/3 Bowling Green HS
- 11/4 Eddyville, Lyon Co. HS
- 11/8 Owensboro, Apollo HS
- 12/15 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

### **CROSS COUNTRY**

(All times are 7 p.m., unless noted otherwise)

- 7/21 Somerset, Pulaski Co. HS
- 7/22 Covington Catholic HS
- 7/27 Paintsville, Johnson Central HS
- 7/29 Louisville, Christian Academy HS
- 8/9 Bowling Green, Greenwood HS
- 8/15 Elizabethtown, John Hardin HS, 5 p.m.
- 8/17 Lexington, Paul Dunbar HS
- 8/22 Cadiz, Trigg Co. HS, 3 p.m.
- 9/8 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

### **FIELD HOCKEY**

Check KHSAA Website for scheduled clinics



### **FOOTBALL**

(All times are 7 p.m., unless noted otherwise)

- 8/1 Bowling Green HS, 3 p.m.
- 8/3 London, North Laurel HS
- 8/4 Newport HS
- 8/5 Louisville, Christian Academy HS
- 8/10 Mayfield HS
- 8/11 Paintsville, Johnson Central HS
- 8/12 Lexington, Paul Dunbar HS
- 8/15 Elizabethtown, John Hardin HS, 3 p.m.
- 9/22 Make-Up (\$75)  
Lexington, KHSAA Office, 1:30 p.m.

### **GOLF**

(All times are 7 p.m., unless noted otherwise)

- 6/23 Louisville, Audubon Country Club, 10:30 a.m.
- 7/13 London, South Laurel HS
- 7/14 Owensboro, Summit Country Club, 12:30 p.m.
- 7/29 Florence, Boone Co. HS
- 8/10 Murray HS
- 8/11 Bowling Green HS
- 8/12 Lexington, KHSAA Office
- 8/16 Paintsville, Johnson Central HS
- 9/13 Make-Up (\$75 Fine)  
Lexington, KHSAA Office

### **SOCCER**

(All times are 6:30 p.m., unless noted otherwise)

- 7/30 Frankfort (w/Coaches Association Conference), Holiday Inn
- 8/2 Louisville, Fern Creek, 7 p.m.
- 8/3 Grayson, East Carter HS
- 8/5 Somerset, Pulaski Co. HS
- 8/7 Cadiz, Lake Barkley State Resort, (w/WKSOA Meeting), 11 a.m.
- 8/8 Bowling Green HS, 2 p.m.
- 8/9 Cecilia, Central Hardin HS
- 8/11 Erlanger, St. Henry HS
- 9/16 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

### **SOFTBALL**

(All times are 6:30 p.m., unless noted otherwise)

- 1/22 London, Site TBA (w/KSCA Conference), 1 p.m.
- 1/25 Florence, Boone Co. HS
- 1/30 Cadiz, Trigg Co. HS, 3 p.m.
- 1/31 Bowling Green HS
- 2/2 Lexington, Paul Dunbar
- 2/5 Paintsville, Johnson Central HS, 11 a.m.
- 2/8 Bardstown HS
- 2/9 Louisville, Christian Academy HS, 5:30 p.m.
- 4/13 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

## Licensing Reference Manual

### SWIMMING

(All times are 6 p.m., unless noted otherwise)

- 9/22 Covington, Scott HS
- 9/23 Louisville, St. Xavier HS
- 9/29 Bowling Green HS
- 9/30 Lexington, UK Lancaster Aquatic Center

### TRACK

(All times are 7 p.m., unless noted otherwise)

- 2/2 Bowling Green HS
- 2/6 Cadiz, Trigg Co. HS, 3 p.m.
- 2/9 Louisville, Christian Academy HS, 7:30 p.m.
- 2/16 Somerset, Pulaski Co. HS
- 2/20 Elizabethtown, John Hardin HS, 5 p.m.
- 2/23 Covington Catholic HS
- 2/27 Paintsville, Johnson Central HS, 3 p.m.
- 3/1 Lexington, Paul Dunbar HS
- 4/12 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

### VOLLEYBALL

(All times are 7 p.m., unless noted otherwise)

- 7/17 Lexington, Henry Clay HS (w/KHSAA Coaching Clinic. Coaching clinic begins at 10 a.m., Rules Clinic begins at 2 p.m.
- 7/25 Cadiz, Trigg Co. HS, 2 p.m.
- 7/26 Bowling Green HS
- 7/27 Owensboro, Daviess Co. HS
- 7/28 Louisville, Fern Creek HS
- 8/2 Covington, Scott HS
- 8/3 Paintsville, Johnson Central HS
- 8/4 Morehead, Rowan Co. HS
- 8/5 Bardstown HS
- 8/9 London, North Laurel HS
- 9/22 Make-Up Clinic (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

### WRESTLING

(All times are 7 p.m., unless noted otherwise)

- 10/13 Louisville, Christian Academy HS
- 10/17 Princeton, Caldwell Co. HS, 3 p.m.
- 10/20 Hebron, Conner HS
- 10/24 Lexington, KHSAA Office, 3 p.m.
- 11/17 Make-Up (\$75 Fine)  
Lexington, KHSAA Office, 1:30 p.m.

NOTES:

## Purchase Officials Supplies



Purchase Officials Supplies  
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**Kentucky High School Athletic Association**

*Officials Division*

2280 Executive Drive

Lexington, KY 40505

[www.khsaa.org](http://www.khsaa.org)