

Northshore Youth Basketball Association

OFFICIALS MANUAL

2011-2012

For up to date information visit our web site

WWW.NYBAHOOPS.COM

NYBA OFFICIALS MANUAL

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GAMES:

Grades 3 through 12 (boys and girls).

Dates: **Grades 3-9**

12/3, 12/10, 12,17, 1/7, 1/14, 1/21, 1/28, 2/4, 2/11, 2/18

Grades 10-12

11/20,12/4, 12/11, 12/18, 1/8, 1/15, 1/22, 1/29, 2/12, 2/19

Gyms: Northshore School District Elementary and Junior Highs

Elementary Schools

Bear Creek, Canyon Creek, Wellington, & Woodmoor

Junior High Schools

Canyon Park, Kenmore, Leota, Northshore, Skyview, & Timbercrest

Two referees and one scorekeeper per game.

Schedule and paychecks will be provided in 3 periods:

Check #1 - After Week 3 of games (thru 12/17 games)

Check #2 - After week 7 of games (thru Jan 30 games)

Check #3 - After week 10 of games

If an official can not work their assigned game, they must notify the Director of Officials, Michael Hourigan. Do not arrange for your own substitute. NO EXCEPTIONS!!!!

CONTACT INFORMATION:

DIRECTOR OF OFFICIALS – Michael Hourigan

Email: nybarefs@gmail.com

Phone 425-698-3385

League Website: www.nybahoops.com

Officials Schedules: <http://www.arbitersports.com/>

Game Day Supervisors: Tony Quattrin, Jason Entler

Gym Supervisors: Lee Gary, Colin Beatty, Erik Iffland, Josh Shore

Scorekeeping Supervisor: Cheri Hourigan

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NYBA BOARD MEMBERS

Rich Mason	President	425 402-4533	Richie5060@gmail.com
Jennifer McGibbon	Treasurer	425-488-0236	jenmcgibbon@hotmail.com
Cindy Medjo	Registration & Scholarships	425 770-7766	c.alderete-medjo@comcast.net
Scott Bullock	Website	425 591-8248	scottbu2@comcast.net
Don Nordby	Officials, Gyms, Schedules & Scores	425 483-8260	Don.Nordby@frontier.com
JT Barrows	Equipment (Jerseys & Team Basketballs)	206 919-9555	nybajerseys@gmail.com
Rob Jackson	Boys 3rd-5th Grade Coordinator	425 985-8777	rjhpp@aol.com
Chad Steigers	Boys 6th & 7th Grade Coordinator	425-998-6450	chad@steigersland.com
Greg Hall	Boys 8th & 9th Grade Coordinator	425-488-8865	ghall8865@comcast.net
Rich Mason	Boys 10th-12th Grade Coordinator	425-402-4533	Richie5060@gmail.com
Scott McDonald	Girls 3rd & 4th Grade Coordinator	425-488-3510	Scott@ScottMcDonaldLaw.com
CJ Murray	Girls 5th & 6th Grade Coordinator	425 770-2670	christopher.murray@philips.com
Greg Skinner	Girls 7th-9th Grade Coordinator	425-210-4025	info@acjts.com
Long Duong	Girls 10th-12th Grade Coordinator	425-488-4169	lrkmt2@gmail.com

NYBA Mission Statement

The mission of the NYBA is to provide a positive, healthy, and educational basketball experience for the youth of our community. In accordance with our mission, we expect the coaches of this league to be positive role models in both practice and in games. Coaches should exemplify and teach good sportsmanship.

The NYBA has zero tolerance for any inappropriate behavior from coaches, parents, players, and referees, including; vulgar language, verbal or physical abuse, and unsportsmanlike conduct.

Thank You!

NYBA Board

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NYBA Officials Mission Statement

The mission of the NYBA is to provide a positive, healthy, and educational basketball experience for the youth of our community.

The NYBA officials program is an essential part of this learning experience. Our ability to provide officials that are knowledgeable, well trained, fair and consistent is essential. We will contribute to this objective by providing our officials with the best training possible through pre-season classes and clinics, midseason evaluations, and in-season review.

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PAYROLL INFORMATION

PAY RATES:

- Scorekeepers and Referees are paid on a per game basis.
- Pay range for Scorekeepers is \$9.00 - \$18.00 per game.
- Pay range for Referees is \$10.00 - \$22.00 per game.
- Director of Officials assigns the base rate.
- Base rate depends on NYBA & other officiating experience, as well as in person evaluation.
- Increase to base rate depends on knowledge, improvement, attitude, reliability, and effort.

RAISES:

- Every Referee will receive at least one evaluation. The supervisor will make a recommendation to the Director of Officials if a performance raise is warranted. Performance raises are in increments of \$1.00. A referee is not guaranteed a raise on each evaluation, and raises are limited to 1 raise per month.
- Employees may also receive an adjustment (raise) to their pay at the discretion of the Director of Officials

FINE SYSTEM:

\$15.00 Showing up late for a game.

\$15.00 Missing an assigned game. (For each missed game)

\$10.00 Turning back an assignment after Wednesday of the assigned week.

\$10.00 Failure to email scores by midnight Saturday night (Scorekeepers)

Note: All fines are subject to appeal, and may be rescinded by the Director of Officials

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REFEREE RESPONSIBILITIES

SCHEDULES / CLINICS:

- Keep Information up to date in the Arbiter.
 - Block out dates / times that you are not available.
 - Any scheduling conflicts by the Wednesday prior to scheduled game.
- Attend all required classes and clinics.

UNIFORMS / EQUIPMENT:

- Provide your own black pants or shorts. (Referees)
- Referee Shirts are provided. Wear your referee shirt tucked in.
- Bring rulebooks and whistle to all games.
- Do not wear hats while refereeing.
- Return Referee Shirt at the end of the season.

PRIOR TO THE GAME:

- Arrive 15 minutes prior to scheduled game time.
- Check gym conditions & correct if possible.
- Review rules with scorekeeper, partner and the coaches for specifics relating to grade level and boys/girls (e.g. designated area, backcourt checking, etc.)
- Check for proper NYBA uniforms. No watches, jewelry, earrings, etc.
- ENSURE PROMPT START TIME. IT IS YOUR RESPONSIBILITY!
- **Meet with coaches prior to start of the game.**
- **Have Home Team (Blue) Coach read the Pre Game Announcement**

DURING GAME:

- Check the score & fouls with the scorekeeper at every opportunity.
- Do not allow other players or spectators on the court between quarters and time outs.
- NO FOOD OR DRINK IN THE GYM. TAKE IT OUTSIDE!!
- Know the Rules! Both High School and the NYBA specifics.
- Preventative Officiating.
- Strong whistle and voice.
- Watch game clock for substitution time out (5 minutes)
- Wave the subs in when you are ready.
- Work with your partner; Maintain eye contact with your partner
- Switch on all fouls.
- Box in the action; Know lead and trail responsibilities; Off ball coverage
- Report to the scorer's table using loud voice and proper signals.
- Sell your calls.
- Call the fouls tight at all ages.

AFTER GAME:

- Your responsibility does not end until you sign the scorebook at the end of the game.
- Retrieve the Game Ball after the game and return it to the scorekeeper.
- Assist scorekeeper in obtaining coaches approval of the final score.
- Assist scorekeeper with making sure the next game starts on time. (Min. 5 minutes between Games)
- After your last game, do not leave until your replacement has arrived.

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SCOREKEEPER RESPONSIBILITIES




SCHEDULES / CLINICS:

- Keep Information up to date in the Arbiter.
 - Block out dates / times that you are not available.
 - Any scheduling conflicts by the Wednesday prior to scheduled game.
- Attend all required classes and clinics.
- Complete and return test by Complete and return test by January, 1, 2010

PRIOR TO THE GAME:

- Arrive 15 minutes prior to scheduled game time.
- Check gym conditions & correct if possible.
- Report any Gym damage to the custodian or supervisor.
- Set up the scorer's table and equipment.
- Review rules with referees and fellow scorekeeper for specifics relating to grade level and boys/girls (e.g. designated area, backcourt checking, etc.)
- ENSURE PROMPT START TIME. IT IS YOUR RESPONSIBILITY!
- Obtain team rosters and post in scorebook at least 5 minutes prior to game time.
- **Have Home Team (Blue) Coach read the Pre Game Announcement**

DURING GAME:

- Run scoreboard and timer.
- Possession Arrow (point to basket, not bench)
- Scorebook
 - Place all information in the SCOREBOOK First, then the scoreboard.
 - The scorebook is the official record, not the scoreboard.
 - Post the running totals (score, fouls) first, then the individual totals.
 - Write legibly, and sign the book.
 - Write team names and gym location in the scorebook.
 - Write players names in number order.
 - In scorebook keep track of:
 - Running Score and Individual Scores
 - Player and Team Fouls
 - Timeouts
 - Player substitution:
 - Player plays in the first section of a quarter, mark as shown: 
 - Player plays in the second section of a quarter, mark as shown: 
 - A Player who ends up playing both sections of a quarter will result in their box as shown: 

AFTER GAME:

- Have referees sign scorebook
- Post the final scores on the score sheet and have the coaches initial the sheet.
- Do not throw used ice bags into the equipment bag. Throw them away!
- Keep the gym bags CLEAN!!

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EMAIL GAME REPORTS:

- Last scorekeeper Emails Game Report to nybarefs@gmail.com
And to Don.Nordby@frontier.com by Saturday evening (8pm).
- Report Should Include:
 - Scores
 - Final Scores of Each Game. Report Teams in Exact Order as listed on score sheet. List (W) or (L) next to team and score.
 - Fouls
 - Total number of fouls committed by each team for each game.
 - Report Any Technical Fouls or Flagrant Fouls called including:
 - Players Full Name and Number
 - Official who made technical foul call
 - Quarter and Time of game.
 - Nature of Call (Illegal Defense, Taunting, etc.)
 - Whether or not call resulted in an ejection.
 - Schedule Changes
 - List any officials (referees & scorekeepers) that were late to their game
 - List any officials that did not show up for their games.
 - List any officials that worked games that were not on the original printed schedule.
 - Roster Changes
 - List any corrections to uniform numbers for each team.
 - Equipment Needs
 - Game balls, First Aid kits, Ice bags, tape, etc.

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NYBA RULES AND POLICIES

Summary of Revisions to the NYBA Rules for 2011-2012:

- A. All Players must wear assigned NYBA basketball uniform
 - 1. Under shirts **MUST** the same color as the uniform, or **WHITE**.
 - 2. Shirts **MUST** always be tucked in. **NO EXCEPTIONS**
 - 3. No tying of any knots or "rubber banding" shirts. **NO EXCEPTIONS**
 - 4. No taping of numbers. **NO EXCEPTIONS**.

Additional Points of Emphasis:

Coaches Standing - Standing is NOT allowed, per the High School Rules. Please remember to remain seated
Backcourt 10 second and 5 second closely guarded - The NYBA uses the National High School Rule Book, not the WIAA. Boys & Girls have the 5 second closely guarded and the 10 second back court counts enforced.

Substitutions - The 5 minute substitution Rule is **NOT** a timeout. All players **MUST** check in at the Scorers table and game play resumes promptly.

Article I: General Rules and Policies

- A. The NYBA uses the High School Basketball Rule Book as its official guide. Please consult the rule book for any changes for the current basketball season.
- B. The NYBA uses specific exceptions to the High School Basketball Rule Book. The exceptions are listed in this section. These exceptions help provide a quality program in the time available and adjust the program to the age of the players.
- C. Coaches are expected to act in a positive and supportive manner toward all players at all times, and to display good sportsmanship toward the officials, who are an integral part of the program.
- D. It is the responsibility of the coaches to demonstrate good sportsmanship and they will be responsible for the actions of players, parents and themselves.
- E. Foul, abusive, or threatening language directed at any player, referee, or anyone involved in the NYBA program will not be tolerated at any time.
- F. Coaches and/or assistant coaches assessed with two technical fouls (not including illegal defense technicals) must leave the game facilities.
- G. Every coach and player shall shake hands with the opposing team at the end of the game to show good sportsmanship. Failure to shake the opposing team's hands will mean suspension from the next game. A second violation means a suspension of 3 games.
- H. The NYBA has a specific "CODE of CONDUCT" governing the behavior of all players, coaches, bench personnel and spectators.
- I. Coaches are reminded that they are to remain seated during the course of the game, per the High School Rules. The NYBA allows Coaches to stand and enter the court to attend to an injured player. Coaches are asked to use discretion before entering the court until play has been stopped by an Official

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Article II: Game Time Regulations

- A. Halves
 - 1. (2) Twenty minute halves - running clock
 - a. Last two minutes of 2nd half - stop clock
 - b. EXCEPTION: Either team ahead by fifteen (15) points or more.
 - 2. Clock stops only for substitutions (per VI B.), time-outs, free throws, injury, A.1.a above, and C.1 below.
 - 3. Time between halves - five (5) minutes.
- B. Time-outs: Time-outs will be 45 seconds each with no accumulations. The scorekeeper shall signal a warning buzzer at 30 seconds, and again at 45 seconds. Both teams should be on the court ready to resume play at the sound of the second horn.
 - 1. Three time outs per game total. No per half limit.
 - 2. Overtime - one time-out for each overtime period
- C. Overtime:
 - 1. First overtime - two minutes stop clock.
 - 2. Second overtime - sudden death.

Article III: Backcourt Checking

Boys and Girls - Grade 3

- A. No back court checking is allowed at any time during the game.
- B. All backcourt checking violations will result in a warning by the Referee. No technical fouls will be called for back court violations. Possession of the ball awarded to the offensive team. EXCEPTION - If, in the referees opinion, the coach is using backcourt checking as a strategy (to run time off the clock, for example), a technical foul may be called. Two (2) points awarded, plus possession.

Boys and Girls - Grades 4 through 6

- C. Back court checking is allowed only in the last two (2) minutes of the 2nd half, and subsequent overtime periods. Both teams can back court check at any time during that two minute period. The team ahead cannot back court check if ahead by fifteen (15) points or more.
- D. For unauthorized backcourt checking, the first violation is a warning. All subsequent violations will result in a technical foul. Two (2) points awarded, plus possession of the ball. Point of clarification: If, in the judgement of the Referee, the backcourt checking was accidental and not intentional, a technical foul may not be awarded. The ball will be awarded out of bounds to the offensive team. The intent of this rule is to prevent coaches from using this as a defensive strategy.

Boys and Girls - Grades 7 through 12

- E. The team ahead cannot back court check if ahead by fifteen (15) or more points.

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Article IV: Defense

Boys and Girls - Grades 3 through 6

A. Zone defense is not allowed-

Once the ball crosses the half court line and enters the front court, the defensive player must be within three (3) feet of the offensive player when the offensive player is inside the Designated Area (DA). This also applies to inbounding the ball on the baseline, in the front court. Please refer to the diagram of the DA on the next page. Exceptions as noted.

Intent of Rule:

- B. Prohibit zone defense in order to teach person-to-person defensive skills, which include switching and "helping", a fundamental of basketball.

Explanation of the Rule:

Zone defense is defined as defending an area of the court rather than a player. The term "double team" can mean up to 5 defensive players.

- C. Each defensive player may leave the offensive player only to go after a loose ball or double team another offensive player in possession of the ball **and** inside the DA. Each defensive player must return to their offensive player when these actions are completed, if their offensive player is inside the DA.
- D. If the offensive player leaves the DA, the defensive player is not required to follow. The defensive player may play anywhere he/she chooses while the player being guarded elects to stay outside the DA.
- E. No multiple teaming of any offensive player by a defensive player is allowed outside of the DA, to avoid a half court trapping defense.

Violations:

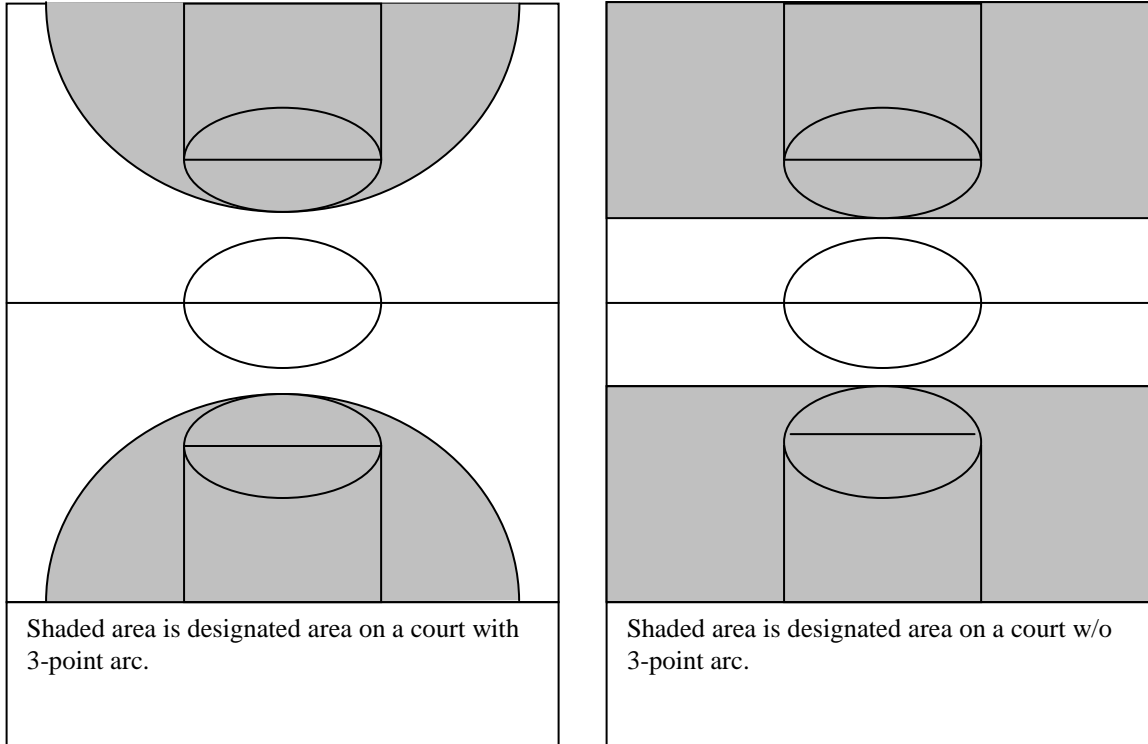
- F. For 3rd and 4th grade boys and girls: on illegal defense technical fouls, the first two violations will receive a warning. All subsequent violations will result in two (2) points being awarded to the offensive team, plus possession of the ball.
- G. For 5th and 6th grade boys and girls: Players and coaches will be warned upon first offense. Further violations will result in a technical foul. Two (2) points awarded to the offensive team, plus possession of the ball.

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Definition of the Designated Area:

The specific Designated Area (DA) shall depend upon the configuration of the gym floor. The intent is to use the 3 point line as the boundary for the DA. However, if the gym does not have a 3 point line permanently marked on the floor, the DA boundary line shall be a line parallel to the baseline and the midcourt line, running across the arc at the top of the key.

DESIGNATED AREA (DA) DIAGRAM



Article V: Offense

Grades 3 through 6 :

- A. Three (3) point goal *not* in effect.

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Article VI: Individual Playing Time

- A. League policy is that all eligible players during the course of a game should receive equal playing time. Players can become ineligible due to illness, injury, or disciplinary action of the coach. If a player is ineligible, the scorekeeper and the opposing coach should be informed prior to the game or during the game if the disqualifying event occurs during the game. If the player is ineligible, the parents or guardians should also be informed of his/her disqualification. League scorebooks may be monitored by the Board of Directors at its' discretion to ensure compliance by all teams.
- B. Player substitutions can only be made at the designate 5 minute marks during each half. The referees shall stop play as close to the 5 minute mark as possible. This will be done at the discretion of the Referees, so as not to stop the game during a continuous play. All planned substitutions should be made at this time. If a player is injured or fouls out of the game, then a substitution can be made when play is stopped. Only an eligible player may enter the game. The player playing the majority of the time in that section will be charged for playing in that section. A "section" is defined as $\frac{1}{4}$ of a half, for 4 total sections per half and 8 sections total per game. Point of emphasis: All players must report to the scorekeeper prior to entering the court..
- C. Maximum and Minimum Playing Time: The following is the maximum and minimum time a player may play in a game depending on the number of players on the team at the beginning of the game.

PLAYERS	MAXIMUM	MINIMUM
11	4 sections	3 sections
10	4 sections	4 sections
9	5 sections	4 sections
8	5 sections	5 sections
7	6 sections	5 sections
6	7 sections	6 sections
5	8 sections	8 sections

- D. All players must sit at least one section in the first half of the game, except for teams that start the game with 5 or 6 players.
- E. Teams with 4 or less eligible players at the start of the game will forfeit the game. A 10 minute grace period will be allowed.
- F. Violations of Article VI, Section A, B, C, D or E will result in an automatic forfeiture.
- G. Coaches are reminded of the "spirit of the rule", and are asked to ensure that equal playing time is provided to ALL players over the course of the season.
- H. For Grades 3 only, a Coach may leave the bench to manually "match up" his/her players at the beginning of a half or at the substitution break. Grades 4 and above, the Coach is not allowed on the court to manually "match up" his/her players.

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Article VIII: Technical Fouls

- A. When a technical foul occurs, no foul shots will be taken. The other team will be awarded two (2) points and the ball out of bounds, at mid court opposite the scorers table. The player from the other team closest to where the technical foul occurred will be given credit for the points, at the judgment of the Referee.

B. Code of conduct violation – penalties

Please refer to the NYBA Code of Conduct for specifics of the expectations for all players, coaches, bench personnel and spectators, as well as the specific penalties.

Any player receiving a technical foul will be required to sit out the current section and the following section. For the purpose of the playing rule, the player sitting out will be marked as having played in each of those sections.

Any player or coach who is ejected will be suspended from the next 2 regular season games. All suspensions are considered final, with no appeal process.

Article IX: Equipment

- A. All Players must wear assigned NYBA basketball uniform.
- B. A portable clock and scoreboard will be used when the gym scoreboard is unavailable.
- C. The electronic scoreboard will show the team scores at all times, regardless of the point differential.
- D. NYBA Referees will designate for each team the eleven and twelve foot free throw line where appropriate.
- E. The Scorekeepers will operate Arrow display indicating alternate possession.
- F. NYBA will provide the game balls. Synthetic leather balls will be used for all NYBA games
- G. Basketball Sizes
Girls grades 3 & 4 – Baden 275 (27.5 inch circumference)
Boys grades 3 thru 6 – Baden 285 (28.5 inch circumference)
Girls grades 5 through 12 – Baden 285 (28.5 inch circumference)
Boys grades 7 through 12 – Baden 200 (30 inch circumference).
- H. Height of Baskets
All grade levels will play their games on 10 foot baskets.

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Game Management

- Substitutions:
 - Referees to stop game as close to each 5-minute increment of each half (15, 10, 5)
 - Do not stop if:
 - Loose ball
 - Shot in the air
 - Player has a fast break opportunity to score
 - Once possession is regained, or the shot has been made, stop the game to allow subs.
 - Scorekeeper: Check the players in and out
 - Players do not enter the game until they have checked in AND the referee has beckoned them on to the court.
 - **Important:** This is not a timeout; teams may not huddle during substitutions unless they call a timeout.

- Timeouts
 - Each team is allowed:
 - 3 timeouts in the game
 - May be used any time during the game.
 - 1 timeout in overtime.
 - Timeouts do not carryover from regulation to overtime
 - Timeouts are 45 seconds in length.
 - Scorekeeper shall sound horn at 30 seconds and at 45 seconds.
 - Play resumes after 45 seconds.

- End of Quarter
 - 2 minutes between quarters.
 - Blow the horn at 1 minute 30 seconds and 2 minutes.
 - Play resumes after 2 minutes.

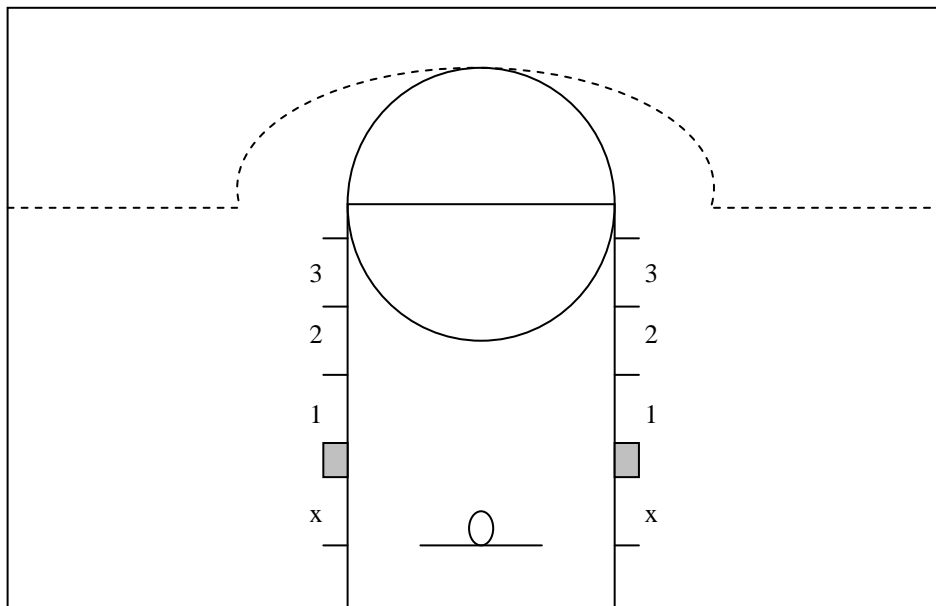
- Half Time
 - 5 minutes for halftime.
 - Blow the horn at 4 minutes and 5 minutes.
 - Play resumes after 5 minutes.

- Overtime
 - 2 minutes between regulation and overtime.
 - Blow the horn at 1 minute 30 seconds and 2 minutes.
 - Play resumes after 2 minutes.
 - 2nd half rules apply for defensive restrictions (backcourt) and free throw bonus.
 - Free substitution is allowed in overtime. Players must check in and be beckoned onto court by the referees. Substitutions will only be allowed when the clock is stopped during a dead ball.
 - If a 2nd overtime is needed, it will be sudden death (first team to score, wins.)

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Game Management (cont.)

- Free Throws
 - Always know how many team fouls each team has.
 - 7 team fouls equal 1-1 bonus.
 - 10 team fouls equal 2 shot bonus.
 - Personal Fouls, Intentional Fouls, Flagrant Fouls and Technical Fouls (even against a coach) are all team fouls and count toward the bonus.
 - Gyms that have teams fouls on the scoreboard, should utilize that feature.
 - When shooting foul shots, an opponent of the free throw shooter **MUST occupy** the 2 lane spots closest to the baseline.
 - Members of the offensive team have the right to occupy the 2nd lane spot.
 - Members of the defensive team have the right to occupy the 3rd lane spot.
 - If a player chooses not to occupy their assigned lane spot, an opponent may occupy that space.
 - No more than 4 players from the defensive team may occupy a lane space.
 - No more than 2 players from the offensive team may occupy a lane space.
 - There will always be at least three players not occupying any lane space. This player is restricted to the area behind the 3-point arc and free throw extended.
 - All players must wait to enter the key until the ball hits the rim or the free throw ends.



- Post Game
 - Referees assist scorekeepers in getting coaches to initial score sheet.
 - Scorekeepers double-check the score. Get next game started.

Notes: