

SNOA Baseball Umpire Manual
October 1, 2023

Eligibility:

Anyone 14 years of age or older is eligible to register to be an SNOA Baseball Umpire.

Game Assignments:

Assignments are a privilege and not a right through registration.

Games shall be assigned according to **availability** and **rating**.

Officials new to SNOA Baseball will be evaluated as soon as possible, to insure they receive games commensurate with their availability and rating.

Evaluations:

SNOA By-Laws require that each official receive a written evaluation once every three years and kept on file for not less than two years.

The Baseball Board will endeavor to provide at least one written evaluation per year.

It is imperative to inform the Assignor or a Board Member if you have not received an evaluation, either written or verbal.

Baseball Officials are expected to officiate each game as if they are being evaluated.

Evaluators will be appointed by the Assignor and the Baseball Board.

Ratings:

There will be a minimum of one meeting attended by members of the Baseball Board, Assignor, and Instructor to provide a numerical evaluation to each active member of SNOA Baseball. Factors determining these ratings are game evaluations, feedback from school officials, coaches, fellow officials, disciplinary actions, and use of the Arbiter system.

Although every attempt will be made to insure evaluations are as objective as possible, a member in good standing may appeal his rating to the Baseball

Board in person or in writing. The appeal will be addressed prior to or after a scheduled meeting within 30 days of the appeal.

The Rating Scale is:

1. May work all levels of Baseball
May be a Crew Chief for both Regional and State Assignments.
2. May work all levels of Baseball.
Eligible to work Regional and State Tournaments.
3. Eligible to work Junior Varsity and some levels of Varsity Baseball.
4. Junior Varsity eligible.
Should actively seek to improve performance and skills by attending clinics, camps, seminars, and working with experienced officials.
5. Junior Varsity Eligible.
In need of more training and experience.
Needs to improve skills and performance.

Compensation and Fees:

While individuals may have liability and health insurance, the NIAA requires 100% participation in a group plan

from the NIAA. The fee is set by the NIAA and is subject to change from year to year.

The policy covers all assigned SNOA games.

The NIAA requires a yearly background check. The cost is \$9.50.

There is a fee for each individual sport.

These fees are paid for when the individual registers through the NIAA Central Hub.

The NIAA requires a facial picture of each official to be posted on Arbiter Sports in order to be assigned games. Failure to do so could result in loss of games.

Compensation for games and travel are set by the NIAA and contracted with the Clark County School District, (CCSD) and the member schools of the NIAA.

Specific compensation information can be found at snoaofficials.com.

These are subject to yearly change.

Fines:

A list of fines has been issued for all SNOA Officials by the Board of Control.

The fine schedule includes turn backs, evaluated on a case by case basis (“day of “turn backs and no shows) for assigned games, switching or accepting game assignments from officials other than the Assignor.

Uniform fines include failure to wear the authorized uniform, including SNOA hats during a game, and failure to remove uniform and wearing it in a public place. (Uniforms should be up to date and presentable, that is clean and wrinkle free)

Fines for failure to be dressed and ready to perform 15 minutes before scheduled game time or reporting after scheduled games are included in the SNOA Fine Schedule, which can be found at snoaofficials.com under Resources. The first Umpire on site should inform the teams that you have arrived.

The Baseball Board has added a \$25 fine for failing to notify the Assignor, or his assistant, when a partner has been unreachable and has failed to appear 15 minutes before game time.

The use of cell phones on the field is unprofessional and is prohibited, and will result in a fine of a single game fee.

Complaints may be registered with SNOA Baseball Board. To address these issues, hearings may be scheduled before or after a normally scheduled meeting, unless the infraction is of a serious nature that needs to be addressed sooner. Complaints received during the non-High School season will be addressed when and where appropriate.

Baseball Officials are expected to answer all questions truthfully when called before any SNOA Board or Committee. Failure to do so may lead to disciplinary action.

Appeals for actions taken by the Baseball Board may be brought to the SNOA Appeals Committee. Further provisions regarding appeals may be found in the SNOA By-Laws.

Conflicts:

No SNOA Official shall officiate a contest where any family member is a participant, or the official has a personal affiliation with the coach, team, or school. Officials are instructed to avoid any appearance of impropriety.

Fraternization:

All officials shall avoid excessive and unnecessary conversations with players, coaches, and fans during the progress of the game. Should a fan become unruly and hamper the umpire's ability to execute their duties, a school administrator shall be called to deal with the situation.

Uniforms:

Games are to be officiated in uniforms that are clean and pressed. Plate shoes are required for work behind the plate and base shoes for field work. All shoes are to be black, clean and polished. (Manufactures logos are permitted.)

Hats should bear the SNOA Logo. Adjustable hats are not permitted. Fitted or Flex Black hats are standard.

All crews shall have matching umpire shirts. The SNOA Baseball umpire default colors are Black or Light Blue. Variations are permitted as long as all crew members match.

No decals or numbers are permitted, except the American Flag, which is permitted and encouraged.

Pants should be charcoal grey.

Socks shall be black.

Umpires should not wear excessive jewelry on the field.

Duties:

Officials are encouraged to attend all meetings and clinics. Officials will be held responsible for all information that is disseminated at the meetings and clinics.

Officials are expected to communicate with their partner, (via phone, text or email), a minimum of 24 hours prior to the intown game time. For out of town contests, partners should be contacted no later than 48 hours prior to the contest. It will be the responsibility of the driver to contact the out of town school to confirm that there is a scheduled game and confirm the site and starting time of the game. Failure to do so may result in loss of game and travel pay and possible disciplinary action.

For out of town games officials shall meet at a designated location at a time that will allow them enough travel time to reach the game site at least 30 minutes prior to the scheduled game time.

Officials assigned as the Driver will receive the “drivers mileage” and the official assigned as the Passenger will receive the “passenger fee”.

For in town games officials shall meet at a designated location 30 -45 minutes prior to the scheduled game time.

Officials should always enter and leave the playing field together.

Officials are expected to enforce NFHS rules in an equitable manner.

Insure that ejection and incident reports are conveyed to the assignor and the NIAA Commissioner for Southern Nevada Baseball, via text phone or email immediately following the game. A written report must be submitted within 8 hours of the ejection or incident. A copy of the written report should also be forwarded to all Baseball Board members.

The ejection report form can be found on the snoaofficials.com web site under the resources tab.

All turn backs of games shall be conveyed to the assignor via phone or text.

All officials are expected to stay informed of infractions that may lead to loss of membership, which can be found in the SNOA By-Laws.

All officials shall be able to use the Arbiter system and are expected to keep up to date with blocks for availability. This saves the assignor from having to make last minute changes to the schedule.

All officials are expected to complete the NFHS rules exam prior to the date set by the Baseball Board.

The Exam will be taken on line.

Officials must score 90% to be eligible for Play-offs.

A score of 80% to officiate varsity baseball and 70% to work Junior Varsity games.

Alcohol, Tobacco and controlled Substances:

The use of all tobacco and vaping products is not permitted on school premises.

No alcoholic beverages or controlled substances should be consumed by officials less than 12 hours prior to game time and never on school grounds.

Playoffs Qualifications:

Must be a member in good standing with SNOA.

Must be a voting member of SNOA.

Must have attended a minimum of 5 meetings. Clinics and online sessions may be substituted as a meeting at the discretion of the Baseball Board.

Officials residing outside of the metropolitan area will be required to attend 3 meetings or clinics. College officials whose college schedule precludes attendance at a scheduled meeting may substitute 4 evaluations, presented to the Baseball Board.

Must have a score of 90% or better on the NHSF Baseball Exam and approved by the SNOA President and NIAA Baseball Commissioner.

Assigning Guidelines:

No official shall be assigned a varsity level game if they have not taken and passed the NFHS Baseball Exam with a minimum score of 80%. Exam must have been taken and submitted prior to the cutoff date set by the Baseball Board and Assignor.

Varsity Baseball games shall be assigned by availability and rating, and continue to be assigned until all games are filled.

The ability to travel to various sites and the flexibility to meet various game times per availability and blocks on the Arbiter calendar.

The ability to utilize their Arbiter Calendar, including but not limited to day and weekly blocks, excessive declines or letting assigned games expire, turn backs, and accessing Arbiter Sports in a timely manner.

Assignor Duties:

The Assignor will be knowledgeable of the provisions listed in the NIAA/SNOA By-Laws plus all directives listed in the SNOA Baseball Umpires Manual.

All games will be assigned and accepted via Arbiter Sports.

All game assignments shall be based on the latest available Baseball Availability and Rating. The Assignor shall insure the ratings are properly loaded into Arbitersports.com and will not be changed unless directed by the Baseball Board.

The Assignor shall insure that any and all fine violations listed by the SNOA By-Laws or the SNOA Baseball Umpires Manual be immediately forwarded to the Baseball Board for appropriate and timely action.

The Assignor will return phone calls, text messages, and emails from school officials, coaches and SNOA officials within 24 hours.

Ejection reports are to be forwarded to the Commissioner, Instructor and Baseball Board Members immediately upon being received.

All evaluation reports received will be made available to the Assignor and forwarded to the instructor and Baseball Board when they become available.

The Assignor will work closely and effectively with the Baseball Board member serving as his backup.

The Assignor should be in contact with the NIAA or any of its representatives unless absolutely necessary.

Instructor Duties:

The Instructor will insure that all NFHS rule changes and points of emphasis for the ensuing season are conveyed to the membership.

Insure that officials are aware of any NIAA rule adoptions.

Instruct the membership on NFHS rules utilizing the rule book, case book and instructional videos.

Convey to the membership the NFHS guidelines regarding lightning disturbance, communicable disease and concussion protocol.

Inform officials of the proper umpiring mechanics for 2 and 3 person crews. When the NFHS mechanics are deviated from, insure officials are informed.

Provide field clinics when possible before and during the season to insure officials are educated on proper umpiring techniques.

Assist the Baseball Board in determining the ratings of officials for the coming season.

Assist in naming evaluators for the coming season and insuring the evaluations are forwarded to the Baseball Board.

Forward any evaluations or comments from coaches or School Administrators to the Baseball Board.

Assist the assignor and Baseball Board to insure that officials receives a minimum of one written or verbal evaluation each year.

Baseball Board:

Maintain Baseball Umpire Manual and insure it details all relevant policies and procedures, including those covering rules and mechanic variations, assigning, discipline and evaluations and ratings.

Annually prepare the list of officials eligible to officiate playoff assignments and recommend assignments to the Commissioner, with the advice of the Assignor.

Supervise and when necessary appoint or remove the Assignor or Instructor.

Review all grievances or complaints channeled through the Assignor and forwarded to the Baseball Board in a

timely manner, based on the severity of the grievance or complaint.

Work to expand the opportunities for baseball officials to work outside of High School Baseball.

The Board will insure evaluations and ratings of officials occur in accordance with the approved Baseball Umpire Manual.

Maintain a list of active member meeting attendance and provide that list to the association secretary at the end of the season.

Convene at least 5 times a season.

Baseball Board Members are expected to attend the monthly All Sports Board Meetings.

