

Rhode Island Girls Soccer Officials

Bylaws



2019 Revision

Article I-Name

1.1 Name

The name of this organization is the “Rhode Island Girls Soccer Officials, Inc.” a registered not-for-profit with the Rhode Island Secretary of State, hereafter “RIGSO.”

Article II-Operating Philosophy

2.1 Objective

The purpose of RIGSO shall be to foster girl’s interscholastic soccer through the training, evaluating, governing and rating of officials.

2.2 Responsibility

RIGSO will provide:

- a. An organization for officials as provided in these bylaws.
- b. Training, development and standardization of officiating in accordance with the rules adopted by the Rhode Island Interscholastic League and as further provided by the National Federation of High Schools.
- c. Referees to officiate contests scheduled by the Rhode Island Interscholastic League and other approved matches on a not-to-interfere basis with League contests.
- d. Ratings of officials, based on performance, evaluations and or assessments, in accordance with RIGSO policies and procedures.

2.3 Discrimination Policy

RIGSO will not discriminate against nor take undue advantage of any individual on the basis of race, nationality, ethnicity, color, sex, sexual orientation, gender expression, gender identity, religion, disability, marital status, age, veteran status, or ancestry.

2.4 Assigning Policy

In order to be assigned by a RIGSO assignor, any and all officials must be a member “in good standing” as defined in Article III.

Article III-Membership and Voting Privileges

3.1 To become a member of RIGSO, an individual must meet all of the following criteria:

- a. The individual must be at least 18 years of age in their initial season
- b. The individual must not be a current High School student to officiate a varsity game.
- c. The individual must complete and successfully pass a BCI background check, as required by the RIIL.
- d. The individual must pay the annual dues and otherwise meet any and all financial obligations to RIGSO and RIIL.

- e. The individual must receive a passing score on the written examination.
- f. The individual must pass the RIGSO physical fitness assessment.
- g. The individual must officiate in at least one (1) Injury Fund Game.
- h. The individual must have attained a documented level of referee experience as determined by **any** one (1) of the following criteria:
 - 1. Be current or previously registered as a USSF referee of Grade 7 or higher (including State Emeritus and National Emeritus grades).
 - 2. Be currently or previously registered as a USSF referee grade 8 for at least three (3) consecutive years.
 - 3. Completed at least two (2) seasons of regularly officiated junior varsity games and having received a written letter of recommendation from a member “in good standing.
 - 4. Other experience as approved by the Executive Board

Each year the Executive Board may determine a maximum number of officials needed to cover matches for that season. Once this limit is reached the Executive Board may limit the number of new members for that year.

3.2 Continued Membership

To continue membership in RIGSO, an individual must meet the following requirements:

- a. The individual must complete a background check (BCI) as required by the RIIL.
- b. The individual must pay annual dues and otherwise meet all other financial obligations.
- c. The individual must receive a passing score on the written examination each year.
- d. The individual must pass one (1) assessment in a varsity match every three (3) years. One (1) passing assessment must also be obtained within the first year of membership.
- e. The individual must pass the RIGSO physical fitness assessment.

3.3 Voting Privileges

- a. Only members “in good standing” may vote.
- b. “In good standing” shall be defined as an individual who has met all obligations of initial or continued membership, has no outstanding financial obligations due to RIGSO or RIIL, and is not currently serving a suspension.
- c. Voting may only take place by those members “in good standing” who are present in attendance at a meeting. *Proxy voting can only be approved on an individual basis and authorized by the executive board.

3.4 Associate Members

Individuals who meet any of the following criteria shall become an Associate Member of RIGSO:

- a. Persons wishing to only officiate in non-varsity interscholastic matches
- b. Perform duties as an assessor, instructor or assignor

Associate members shall pay annual dues to RIGSO equal to one half of the dues paid by full members, rounded to the nearest dollar.

Associate members will NOT be permitted to vote in RIGSO matters, with the exception of the Directors of Assessment, Assignment, and Instruction.

Associate members will not officiate in varsity matches.

Associate members will still be subject to RIGSO bylaws and all RIGSO policies and procedures.

3.5 Honoree Members

Honoree members will include past presidents and Hall of Fame inductees. Honoree members pay no annual dues and are not be permitted to vote. Honoree members shall be invited to the annual end of the year awards banquet.

Article IV–Member obligations

4.1 Meeting Attendance

Members are **REQUIRED** to attend all scheduled meetings of RIGSO.

4.2 Dues

Membership dues each year shall be up to 100% of a single varsity game fee rounded to the nearest dollar. These dues include a charge for the required assessment and for one seat at the end of the year awards banquet.

4.3 Further obligations

Members must pass, yearly, any and all written examinations, physical fitness assessments (fitness test), assessor’s evaluations (assessment), and background checks.

Article V-Meetings

5.1 Annual Meetings

- a. Preseason Introduction and Rules Interpretation Meeting (usually late July or early August)
- b. Midseason Meeting (usually mid. October, prior to start of playoffs)
- c. End of season awards banquet / dinner meeting

5.2 Quorum

A meeting quorum shall consist of thirty-three percent (33%) of the current members “in good standing.” No business will be transacted without the presence of a quorum, and this business shall be tabled until the next meeting in which there is a quorum present.

5.3 Rules of Order

The rules contained in the current edition of *Roberts' Rules of the Order Newly Revised* shall govern all RIGSO meetings.

Article VI-Fines, Penalties, and Suspensions

6.1 Fines and Penalties shall be determined by the Executive Board and may be levied against officials for the following reasons:

- a. Missing (no-show) or arriving late (tardy) for assignments
- b. Failure to contact an officials partner prior to the start of the match as further detailed in RIGSO's policies and procedures
- c. Failure to attend required meetings
- d. Failure to meet postgame requirements
- e. Officiating games by an unapproved assignor
- f. Failure to comply with confidentiality policies
- g. Any other reason deemed appropriate by the Executive Board

Fines and penalties may include any one or combination of the following:

- i. Forfeiture of future assignments
- ii. Fines equal to 1,2 or 3 times a game fee
- iii. Additional fees added to annual dues
- iv. Suspension or expulsion.

6.2 Payment of Fines

Fines are payable by check to RIGSO, and are sent to the Treasurer. A fine is considered paid upon confirmation by the Treasurer. Any fines not paid within seven (7) days may subject the member to further disciplinary action(s) by the Executive Board.

6.3 Appeals

Any referee who wishes to appeal a disciplinary decision of RIGSO may file an appeal with the Grievance Committee as outlined in Article IX. At such time any fine, penalty, or action will be temporarily suspended and the referee will continue to officiate without fine or suspension until a decision has been reached.

Article VII-Elections and Appointments

7.1 Executive Board/Officers

The Executive Board shall consist of a President, a Vice-President, a Secretary, a Treasurer, and a Member(s) at Large. *One member at large position, and an additional second member at large if the membership reaches 100 registered officials).

The Executive Board shall be elected by the membership. On all matters requiring an Executive Board vote, the President shall only vote in the event of a tie.

7.2 Eligibility

Candidates for all positions on the Executive Board must be members “in good standing” for three consecutive years.

7.3 Election

The Officers of the Executive Board will be elected every other year at the mid-season meeting as follows:

- a. Even numbered years
 - i. Vice-President
 - ii. Treasurer
- b. Odd-numbered years
 - i. President
 - ii. Secretary
 - iii. Member(s)-at-large

7.4 Vacancies in any position due to death, resignation or removal, shall be filled by appointment of the President until the next mid-season meeting, where an election shall take place to fill the remainder of the term.

7.5 The procedure for elections shall be as follows:

- a. Prior to the preseason meeting, a list of the positions which must have elections will be announced via E-mail, sent to all current members indicating the date when nominations or expressions of interest from candidates will be due. This information will also be available on the RIGSO website.
- b. Persons interested in running for an office or in nominating another for an office shall submit the name to be considered to the President by email or written communication at least 14 days prior to the mid-season meeting.
- c. Those that have received a nomination shall be given notice of the nomination and must accept the nomination in writing (including E-mail) within 48 hours in order to stand for election. A failure to timely respond shall indicate a rejection of the nomination.
- d. A list of candidates shall be published to the membership by email at least seven (7) days before the mid-season meeting. This information will also be available on the RIGSO website.
- e. Elections shall be held during the midseason meeting. In a year when the President is elected the election shall be conducted by the Vice President, in other years the President shall conduct the election.
- f. With the exception of the President, only those members in good standing are permitted to vote. *Proxies may be allowed pursuant to article 3.3, approved on an individual basis and authorized by the executive board.
- g. Elections shall take place by paper ballot.
- h. In order to win an election, a candidate must win more than 50% of the votes tabulated. If more than two candidates stand for election and no candidate gains 50% in the first vote, a run-off between the top two vote getting candidates will be held. In the event of a tie, or in the event that

due to a tie more than two candidates would be eligible to run in a run-off the President will be permitted to vote to break the tie.

- i. Due to the potential for conflict of interest, no person who serves as President, Vice President, SRA, or any other CEO positions for another National, State, Collegiate, High School or local soccer association(s), will be eligible for election or appointment to any RIGSO Executive Board position or special chairperson committee.

7.4 Term of Office

Offices shall be held for a period of two years beginning December 31st of the election year. Individuals are limited to serving in the same position for two consecutive terms. Past Presidents are not allowed to be immediately elected to the position of Vice President. Officers may serve past the aforementioned two consecutive term limit if there is no other person willing to serve in that position.

7.5 Directors

The president shall appoint a Director of Assessment, a Director of Assignment, and a Director of Instruction. Directors are not members of the Executive Board.

Directors shall be appointed for a period of two (2) years and are renewable at the option of a newly elected President. Failure of a President to formally reappoint a Director within thirty (30) days after the beginning of the President's term shall automatically reappoint that Director for another term. There shall be no term limitation for Directors. Directors may only be removed during their term by unanimous vote of the Executive Board.

Directors may also serve in elected positions on the Executive Board, but at all times are subject to the conflict of interest policy outlined in the RIGSO policies and procedures.

Article VIII-Duties of Officers and Directors

8.1 President

The President shall call and preside at all meetings. The president shall pass upon and approve all expenses and invoices for RIGSO. The President shall appoint all Directors upon the beginning of their term. The President shall be empowered to appoint the chairperson of any committee they deem necessary. The chairperson will then select three members "in good standing" to serve on said committee. *FIVE members for the grievance committee. In the event of a vacancy of any position on the Executive Board or Directorship for any reason, the President shall appoint a replacement for the remainder of the applicable term within thirty (30) days of such vacancy.

The President assumes responsibility for communicating with the Rhode Island Interscholastic League.

8.2 Vice-President

The Vice-President shall succeed to the duties of the President in the event of absence, resignation or removal and assist the president, secretary, or treasurer as needed.

8.3 Secretary

The Secretary shall take minutes of all meetings, correspond with members and other parties, and keep the records of RIGSO, including an updated roster. Unless so delegated by the President, all correspondence to the membership shall come from the Secretary directly.

8.4 Treasurer

The Treasurer shall keep the financial records of RIGSO and maintain the checkbook. The Treasurer shall disperse funds at the direction of the President, provide a financial report to the membership at each annual meeting, and provide a financial report at any time at the request of the President, Executive Board or ten (10) members in good standing. The Treasurer shall be responsible for filing any annual report to maintain RIGSO's not-for-profit status.

8.5 Member(s) at Large

Members at Large shall assist the Executive Board of RIGSO as needed.

8.6 Director of Assessment

The Director of Assessment shall:

- a. Ensure all referees meet assessment requirements as outlined in sections 3.1 and 3.2, and keep accurate records.
- b. Send qualified assessors to matches as appropriate.
- c. Determine an appropriate number of RIGSO assessors to meet obligations. In order to become as assessor, an individual must meet one of the following criteria:
 1. The individual must be an active USSF State or National Assessor
 2. The individual must be a USSF Assessor grade 7 or higher for three consecutive years.
 3. The individual must have been a RIGSO member "in good standing" for six consecutive years AND successfully passed the annual written examination with a score of 85 or higher.
 4. Other qualified experienced individuals as approved by the Executive Board, and the Director of Assessments.
 5. Any individual who wishes to be named an RIGSO assessor must be approved by the Executive Board and the Director of Assessments, which reserves the right to limit the number of active assessors in any given season
- d. Perform functions as outlined in the RIGSO Policies and Procedures.

8.7 Director of Assignment

The Director of Assignment shall:

- a. Assign officials to all varsity, junior varsity and injury fund matches.
- b. Approve and manage other assignors for other interscholastic matches.
- c. Perform functions as outlined in the RIGSO Policies and Procedures.

8.8 Director of Instruction

The Director of Instruction shall:

- a. Interpret rules for members addressed in the NFHS or RIIIL rule books.
- b. Update referees annually on any rule changes, and also give instruction at any rules interpretation meeting or clinic that may be scheduled during the year.
- c. Perform functions as outlined in the RIGSO Policies and Procedures.

Article IX-Grievance Procedure

9.1 Grievance Committee

The chairperson of the committee shall be appointed by the President. The five-member grievance committee will be comprised of members “in good standing,” including the chairperson and four delegates selected by the chair.

9.2 Grievance Procedure

In the event a member has a grievance, that member must notify the President, in writing or Email, within seven (7) days of the offense as to the nature of the grievance. Once this grievance has been filed all penalties shall be suspended until the committee has reached a judgment. Upon receipt of the grievance, the appointed chairperson has ten (10) days to convene a meeting of the grievance committee. A ruling will be made by the grievance committee within ten (10) days of the meeting. Grievance committee rulings will be enforced at once.

9.3 Appeals

Any appeals of the committee’s rulings shall be brought to the full RIGSO membership at the next scheduled meeting. No special meeting will be called for appeals of the committee’s decisions.

Any failure to file an appeal in a timely manner or for the committee to meet and render a decision in a timely manner as outlined above shall default the ruling to the other party.

Article X-Hall of Fame

RIGSO shall make inductions from time to time to the RIGSO Hall of Fame. Inductees can include current and former members of RIGSO, or other individuals as deemed appropriate by the Executive Board.

The Executive Board shall nominate HOF inductees by majority vote and present these nominations to the Membership for approval. Membership approval must consist of a two-thirds (2/3) majority of present members at the applicable meeting.

Hall of Fame inductees shall be presented at the awards banquet at the end of the year.

Article XI-Sportsmanship Award

Sportsmanship award(s) will be presented at the awards banquet at end of each year. Sportsmanship award winners will be chosen by tabulation of sportsmanship scores/voting, given by referees after each contest. The school(s) with the highest overall sportsmanship score for the regular season will be the winner(s). As of 2019 there are Sportsmanship awards for each of the three divisions in the RIIL girls soccer program. As of 2019, the awards are named for deceased high school players and referee(s). D1: Maddie Potts, D2: Gianna Cirella, D3: Jack Breetveld.

Article XII-Website

A website has been established for the membership of RIGSO. The website shall provide information about meetings, registration, fees, dues, assignments, schedules, rule changes, testing, sportsmanship voting, Hall of Fame, Executive Board, and any other information deemed appropriate.

The website shall be updated regularly by the Webmaster, who is appointed by and serves under the direction of the President.

Article XIII-Amendment of Bylaws

These bylaws may be amended by vote of the RIGSO membership at two (2) consecutive meetings. A two-thirds (2/3) majority of present members shall constitute approval. There shall be two weeks' notice given to the membership for all proposed changes. It shall be the responsibility of the Executive Board to give such notice.

Article XIV-Policies and Procedures

Policies and Procedures which clarify and supplement these bylaws shall be established as deemed necessary by the Executive Board and shall be approved by majority vote of the Executive Board.