

**DEAR BASKETBALL COACHES & OFFICIALS, December 2, 2009**

**Athletic Director: Please have all levels of your basketball coaching staff read these basketball letters on-line throughout the season or make copies and distribute them throughout the season. Thank you for your cooperation.**

**Reminder, Spalding ZK PRO basketball will be used for all state sponsored tournament games.**

**Instructions and duties of the scorer and timer, 2009-2010 Basketball Highlight information for coaches and officials and NFHS Basketball Points of Emphasis can be found under basketball on the IHSAA website.**

I hope each of you had an opportunity to attend/view one of the IHSAA state sponsored basketball rules meeting or official's clinics. This letter will serve as a refresher to those of you who did attend and for those of you who were unable to attend, this letter will inform you of this year's rule changes and points of emphasis.

### **NATIONAL FEDERATION BASKETBALL MECHANIC CHANGES**

**Crew of two only:** When free-throws are to be attempted, the calling official will become trail and will be positioned table side. The lead official will be positioned opposite the table.

**Crew of Three only:** The trail shall mirror the lead's stop- and start-clock (chop) signals for frontcourt end line throw-ins.

Any officials or coaches wanting to purchase a **2009-10 Basketball Simplified & Illustrated Book** may do so by sending \$9.00 to (includes postage): IHSAA, P.O. Box 10, Boone, Iowa 50036. Please indicate in a note what you are requesting.

**OFFICIALS:** I hope you have taken time to get yourself into good physical condition for the upcoming season. Just as important as good physical condition is having yourself mentally prepared for the season. Preseason study and review, as well as a solid pre-game (making captains understand their importance to you, the official, and their leadership role) before every game will be a great asset to you having a successful season. Officials and coaches need to work together for common goals, respect for the game and each other and their jobs at hand.

**COACHES:** I hope each coach at every level of basketball take time on a weekly basis, to remind your players of your expectations as it relates to sportsmanship, citizenship and conduct. Make them aware of your philosophy and your expectations pertaining to how they represent your program, school and community. It will only take a few minutes of practice time, but hopefully the dividends will outweigh the unwanted. Today more than ever we are held to a higher standard. We are responsible for our actions, whether it is during a game or not. You and your staff must provide consistent and appropriate behavior on and off the court.

**OFFICIALS:** You are held to a higher standard as well. You are responsible for your actions just like any coach is, on and off the floor. It is important that all officials enforce the rules, manage games and build relationships through consistent and appropriate behavior. For those officials who attended one of our 2009 basketball clinics, remember the game management session, put those suggestions to good use. It will hopefully elevate you, the official, to a higher standard!!

### **VARSITY ONLY BASKETBALL COACHES STATISTIC MANDATE**

**VARSITY BASKETBALL COACHES:** You are required to post your **team and individual** varsity game **STATISTICS** on [www.quickstatsiowa.com](http://www.quickstatsiowa.com) following each contest. Per our recommendation at the rules meeting, if you feel you can not personally do this, please find someone on staff or in your school system that enjoys working with statistics and have them enter these stats for you.

**Please keep in mind that coaches who do not meet this requirement will be held accountable for failure to fulfill this requirement:**

**FIRST OFFENSE:** Letter/email to Head Basketball Coach.

**SECOND OFFENSE:** Letter to A.D., with copy sent to Principal and Superintendent, from the IHSAA from the Executive Director.

**THIRD OFFENSE:** IHSAA member school expense allowance will be withheld by the IHSAA in the sport in which the third offense occurred.

**Statistics must be completed by Monday @ 3:00 PM on the following dates:**

**December 7<sup>th</sup> 2009**

**January 4<sup>th</sup>, 2010**

**January 18<sup>th</sup>, 2010**

**February 8<sup>th</sup>, 2010**

**Last game of the season and after each of the post season tournament contests.**

Any quick-stat **questions** should be directed to Bud Legg or Dave Anderson here in our office. We thank you for your cooperation pertaining to this new policy

## **OFFICIALS WANTING TO BE TOURNAMENT ELIGIBLE:**

You must have turned in your sportsmanship ratings last season in a timely manor on-line, attended/viewed a rules meeting this year, attended an IHSAA state sponsored officials clinic/rules meeting and filled out the on line individual **Basketball REQUEST FORM** (this years schedule and any conflicts) by **DECEMBER 7, 2009**.

**TEMPORARY OFFICIALS:** If you were a temporary official last year, you must take the Part 1 exam before you officiate any games in the 2009-10 basketball season. You will not be licensed to officiate until the Part 1 exam is completed and passed and your dues have been paid (on-line).

If this is your **FOURTH YEAR** as a Temporary Official, you **MUST** take and pass the **Part 11 exam** if you want to maintain your officiating license and work varsity games. You may still officiate if this is your fourth year and you fail the Part 11 exam, by becoming a circle T official. **Circle T officials may only work contests below the varsity level.** If you are within your three years of being Temporary Official or Circle T Official, you are required to take the part 1 exam and pass with 75% or higher. The Part 1 exam is only offered ON-LINE.

Please read your Officials Manual if you have any officiating questions, it will more than likely answer a question you may have and save you an email or phone call.

**BENCH DECORUM RULE:** A coach will be allowed to stand and confer with a player(s) whenever the clock is NOT running. Communication shall be done in a positive manner and shall take place **directly in front** of where the coach was seated. When the clock starts following a throw-in or last missed free throw, the coach shall immediately return to his/her seat. The officials will not delay a throw-in administration to permit a coach additional dead clock time to visit with player(s). Coaches and officials must understand communication is to be kept to a minimum. Coaches are **NOT** to be up when the clock is not running to visit with officials. Coach, the opportunity for you to stand up and coach when the clock is not running is an opportunity to "COACH." Please do not misuse this privilege by using this opportunity to communicate with officials.

This rule will allow coaches additional opportunities to stand-up and instruct players while the clock is NOT running during the game. Coaches are not to stand and show displeasure regarding any situation they may not approve of. This unsportsmanlike behavior is subject to a technical foul being called. This bench decorum rule does allow coaches an opportunity to coach and teach whenever the clock is NOT running. **The phone calls I receive concerning the bench decorum rule are coaches who are abiding by the rule and upset that their fellow coach is not abiding by the bench decorum rule or the officials are not enforcing the bench decorum rule.**

**DISQUALIFIED PLAYER:** Upon the head coaches notification of a disqualified player, the coach may stand to congratulate the disqualified player and may walk the confines of his/her bench to select a replacement for the disqualified player.

**Reminder**, assistant coaches are not to address officials at any time throughout the game. The head coach is responsible for his/her team and staff.

**COMPRESSION SLEEVES:** If worn on the fingers, hands, forearms or above the elbow (Allen Iverson sleeves) must be worn for medical reasons and must be accompanied by a written statement. Statement must state player's name and injury that requires this sleeve and prescribed medical person's signature. Coach, this is an integrity situation involving you. Manufacturers' logo/trademark/reference is permitted on a compression sleeve or knee brace.

**KNEE & ANKLE BRACES:** If knee or ankle braces have exposed hinges (plastic or metal), they must be covered.

**Guard, cast, or brace made of hard and unyielding leather, plaster, pliable (soft) plastic or any other hard substance may NOT be worn on the elbow, hand, finger (splint metal, wood or plastic), wrist or forearm, even though covered with soft padding. If a player has a sprained or broken finger(s), splints are not permissible no matter how much padding is used.**

**PRE-GAME CONFERENCE:** Head coaches of the level of competition being played are required to participate at the pre-game conference. Official, if the head coach refuses to attend you are to notify the IHSAA office of any non compliance.

### **2009-10 NATIONAL FEDERATION POINTS OF EMPHASIS**

**Red light behind the backboard or LED light on the backboard** is permitted to signal the expiration of time at the end of the quarter or extra period. If neither of these devices are available, the audible timer's signal will signal the expiration of time.

**Time-out area shall be in the area inside an imaginary rectangle formed by the boundaries** of the sideline (including the bench), and end line and imaginary line extended from the free-throw lane line nearest the bench meeting the imaginary line extended from the 28 foot line. Iowa will have one official at each free throw line extended at a :30 or :60 second time outs, quarter break or OT period, and the administering official where the ball will be next put in play.

#### **Clarification on an injured player:**

The :20-second interval begins for the injured player once the player is removed from the court and at that point, the coach should be informed that the replacement is required, before signaling the timer to begin the :20-second interval. The coach can choose at this point to use a time-out to keep the injured player in the game, but the player must be ready by the conclusion of the time-out.

NF rules clarified that any item, in the referee's judgment, that constitutes a safety concern is not permitted to participate until the item in concern is rectified. That could include long fingernails or sharp edges protruding from a protective mask.

9-1-3d A free-throw violation has occurred when a player contacts any part of the court outside the marked lane space (three feet by three feet).

9-1-3g A player occupying a marked lane space must have one foot positioned near the outer edge of the free-throw lane with the other positioned anywhere within the designated 36-inch lane space.

### **Traveling:**

When the post player picks up his /her pivot foot and sets it back down on the floor while making a move to the base-line to shoot the ball, a travel call must be made.

When post players receive the ball on the base-line, the lead official must concentrate from the waist up, therefore the trail official must assist when the post player does travel. With that said that means the trail official must be no higher than the 28' line when making that call.

We need to look at the player who is receiving a pass from a teammate and lifts his pivot foot and sets it back down before shooting. Traveling is a point of emphasis and officials need to concentrate on what foot is the pivot foot and know when a travel violation has occurred.

### **Jump Stop:**

We need to recognize the pivot foot and understand a player can come off of one foot and land simultaneously on both feet and be legal, but can only shoot, pass, jump in the air and release the ball on a pass or shot before I return to the floor. When the player lands on these two feet he/she has no pivot foot.

### **Step Through/Cross Over:**

Once a player has the ball and established a pivot foot he/she can step across with my non pivot foot and step back through as long as he/she doesn't change pivot feet or drag my pivot foot and be legal.

To finalize on traveling, officials need to work from the feet up when officiating traveling.

### **Closely guarded:**

Officials must have a clear image of the distance (6') when a closely guarded situation takes place and enforce the rule as it is written pertaining to a closely guarded player.

Also understand when a **defensive switch** takes place, a closely guarded situation count remains (continues) if both defensive players were within 6' when switching from one defensive player to another defensive player while guarding the player with the ball, in order to maintain and continue a closely guarded count.

It is instrumental we understand what 6' (closely guarded) distance is and enforce this rule, because the end result is we are forcing the defense to **defend longer** and putting the **defense to a disadvantage if we require them to defend at a lesser distance** before enforcing the closely guarded count.

**A closely guarded count shall be terminated** when the offensive player in control of the ball gets his/her head and shoulders past the defensive player.

**Remember closely guarded applies to front court status only.**

### **Three Seconds:**

When a player (example post player) receives the ball in the lane, and been in this restricted area less than three seconds, dribbles in or moves immediately to try for goal will receive an extended count, therefore no violation has occurred.

If the same scenario as above takes place, but the post players after being in the lane for three seconds passes the ball off (while still in the lane), a three second violation must be enforced.

When team A is in possession of the ball in the front court and a loose ball situation occurs, the ball remains in team A's possession and the three second lane count still applies until the opponent secures possession of the ball. This also includes an interrupted dribble while in front court.

When shooting the ball, once the shot is taken the three second count ends and does not start until a team A player secures possession of the rebound. If team A is tapping the ball in an attempt to score, there is virtually no possession and therefore no three second count established.

The three second restriction applies to a player who has only one foot touching the lane line, or goes out of bounds in the out-of-bounds lane area.

When the three-second rule is properly enforced, rough post play is likely to be reduced. Post defenders cannot be expected to defend and deny an opponent in the lane indefinitely.

### **Block/Charge:**

The obtaining and maintaining of a legal guarding position on a person with or without the ball has to be completely understood in order to call a block/charge play correctly.

### **Officials Key:**

Official must **read the defense** and then determine **who created the contact**. A player who establishes a legal guarding position (two feet on the floor, facing their opponent) may move backward and laterally and maintain a legal guarding position. The official must now determine who created the contact. Did the defensive player go into the offensive player or did the offensive player drive into the defensive player to create the contact.

### **Officials covering the pass/crash run-over play:**

The lead official must stay with the possible crash/pass play and let the trail officiate cover the pass if on the same side of the floor (otherwise the pass belongs to the center) as the lead. The reason for this mechanic is, the lead must know if the defensive player established a legal guarding position or not, because the determining factor on the call is which player is responsible for the contact, but the bottom line is when player(s) go down via contact, we can not pass or have a no call.

### **Free-Throw Administration:**

Officials must be positioned appropriately to administer free-throw situations properly. In a crew of three, the lead official should be approximately 4 feet to the nearer lane line and well off the end line for all free throws. Lead official has player closest to the end-line in a marked lane space on his/her side of the floor and the opposite three players in marked lane spaces across from he/she. The center official should be a couple of feet behind the free-throw line extended and has the free throw shooter and the two players in marked lane spaces opposite the lane from he/she. The center official should start the ten second count and upon the release of the free-throw close down toward the end-line paying close attention to the free throw shooter not violating before the ball contacts the backboard or the rim as well as the other two players he/she is responsible for. **Trail official should be located at the 28' line** and as the ball is released close down a step or two toward the end-line. **Trail should not be at or near the division line!!!**

### **Officials must be cognizant the following items:**

Players locking up arms with opponents or contacting opponents in marked lane spaces; solution; inform players this is like a piece of glass going to the ceiling in each lane. If we need to enforce this, we will.

Don't allow opponents to knee, body or displace players from any position they legally acquired on the floor.

Do not allow opponents next to the free throw shooter disconcert the shooter via raising or lowering arms while the opponent is shooting the ball (delayed dead ball signal, left or right arm closed fist, best seen by the bench) or talking to the shooter, therefore disconcerting the shooter.

Up to four opponents may occupy lane spaces (two opponents of the shooting team must occupy the two lane spaces closest to the end-line on each side of the lane) and up to two teammates of the shooting team may occupy lane spaces. All other players must be behind the free throw line extended and three-point line. Player(s) are permitted to occupy any vacant lane space (outside of the two required lane spaces closest to the end-line) within the limitations listed by rule (four opponents of the shooting team and up to two teammates of the shooting team).

Center official, verify the free-throw shooter does not break the plane of the free-throw line before the ball hits the backboard, the rim or the free throw ends.

### **New Timeout Area:**

Teams during 30 or 60 second timeouts or between the 1<sup>st</sup> and 3<sup>rd</sup> quarters, **if the team is going to be out on the court**, the timeout should be somewhere between the top of the free throw circle (at their end of the floor) and the baseline to the nearest free throw lane line for any timeout or quarter intermission.

### **Philosophy of Foul Calling:**

When the offensive player's rhythm, speed, balance or quickness is interrupted due to contact with a defensive player who is not in a legal guarding position, a foul should be called on the defense. When calling a foul on the defense, ask yourself, "what did he/she do wrong?" If you can answer this question, odds are you will get the call correct. Remember, the defense is entitled to any position they get to legally on the playing floor.

### **Get the First Foul:**

If you don't get the first foul (especially in the post area) and the player retaliates, the thought process often becomes, now I can't penalize the second foul, because I didn't penalize the first foul. Now your hope is that they play through all this and your nightmare begins. This is an easy way to lose control of a game.

**Bottom line**, your first quarter is one of your most important quarters in establishing control and what you are going to allow. Your third quarter may prove to be just like your first quarter if the teams aren't in any foul trouble at half-time.

**Be consistent at both ends of the floor and don't get caught up in momentum swings!!**

**SLAPPING THE BACKBOARD:** The rules specify that "intentionally slapping or striking the backboard" is a technical foul (10-3-5). The spirit of the rule is to penalize a player drawing attention to him/herself or as a means of venting frustration. **A player who strikes the backboard in a legitimate attempt to block a try for goal should not be penalized.** Basket interference only occurs if the ball is interfered with while in the cylinder above the basket ring or by touching either the ball or any part of the basket while the ball is on or within the basket.

**ATHLETIC DIRECTOR:** Music/sound effects and artificial noise makers. National Federation rules prohibit "artificial" noise makers during the season including, but not limited to no megaphones in the crowd; cow bells; sirens; clackers; cans with marbles; and varied other creative devices are all prohibited. Cheerleaders may use megaphones when performing their cheerleading duties.

**COACHES & OFFICIALS PRE-GAME DUTIES:** Head coach of the level of competition being played must meet with the captains and game officials (approximately 13 minutes prior to game time, it would assist officials if any music was not played during this short pre-game meeting).

Officials should also meet with the cheerleaders, remind them of their role promoting good sportsmanship throughout the game, location of the cheerleaders, so they do not interfere with officials working the game for safety reasons of everyone involved. Cheerleaders are prohibited from doing cheers on the floor during 30 second timeouts. They may cheer in front of their crowd, but not on the court.

**OFFICIALS, THROW-IN PROVISION AFTER A SCORE:** To prohibit the team that just scored from gaining an advantage, rules permit a team to run the end-line on a throw-in when either a foul or violation is committed by the scoring team immediately following a made basket or on the ensuing throw-in (7-5-7b). This only applies when the spot of the throw-in would be at the end-line.

## **“COACHES AND OFFICIALS”**

### **THE FOLLOWING INFORMATION IS IMPORTANT INFORMATION FOR COACHES AND OFFICIALS**

#### **SMOOTH OUT ROUGH PLAY IN BASKETBALL**

The National Federation rules committee continues to be concerned with the increasing level of physical play being permitted. Officials and coaches are charged with promoting good sportsmanship, encouraging fair play and minimizing the risk of injury to student athletes. Rough play creates conflict between players and increases opportunity for injuries.

**POST PLAY:** The key word is **displacement**. If a player is displaced, it is a foul! Offensive players creating space by “backing down” a defender, or a defender moving an offensive player off his or her spot on the floor are examples of post play fouls that must be called. Trail and center movement allows the lead to watch players’ off-ball, the critical component in combating physical play. When the trail moves off the sideline to cover plays, the lead can focus on the lane area, where most rough play occurs. Lead movement is critical to watching low-post action. It’s paramount to game control. Game control starts with post play and works its way to the perimeter.

**HAND CHECKING:** Defenders are not permitted to have hand(s) on the dribbler or offensive players away from the ball. Hand checking is not incidental contact it gives a tremendous advantage to the person using illegal hands or body to push off in order to create a more favorable position for the defender who has committed a foul. Regardless of where it happens on the floor, when a player:

- Continuously places a hand on the opposing player-- it is a foul.
- Places both hands on a player—it is a foul.
- Continuously jabs a hand or forearm on an opponent—it is a foul.

**BLOCK/CHARGE:** With three person officiating mechanics being utilized at the varsity level by most schools, we need to do a better job of officiating the block/charge. It is

important to understand primary coverage and **read the defense** so we know who created the contact. There will be situations when the contact is not a foul, but the defense is attempting to bait the official into calling a foul, that is where the warning comes into play. When a player takes the ball to the basket and there is a collision or a player is displaced we should have a player control foul, a blocking foul or if a player bails on you, a warning should be issued to the player who bailed. Coaches should always be notified when the earliest opportunity presents itself, if a player warning has been issued for an attempt to draw a foul call. This will help you the official in two ways; it will give the coach an opportunity to tell his player not to do this anymore and also send a message to the coach that you are not going to tolerate this type of action or behavior tonight. If a warning has been issued for faking falling, a second offense by the same team would result in a technical foul being called on the player who fakes the fall the second time.

Always remember once the defensive player has established a legal guarding position (two feet on the floor facing their opponent) the defensive player can move backwards or laterally and maintain a legal guarding position. The key now is “who created the contact,” offense or defense.

**REBOUNDING:** Always understand a player has a right to any spot on the floor he/she gets to legally. Once a player has established a position legally on the floor, he/she is entitled to that space from floor to ceiling. It is vital when officiating rebounding you achieve a position you can see between the two players to be able to determine if a player gained an advantage or not. Position is the key, because angles can be deceiving. If two players are attempting to rebound side by side more than likely there will be some contact because they are side by side. Do not penalize a taller player or a good leaper because they may have reached over the top of his/her opponent to retrieve a rebound and gained no advantage. If either player gains an advantage through contact, a foul should be called. Sometimes we penalize the player from behind, when the contact is initiated by the player in front, because the player in front had to jump back because the ball went over their head. Do not penalize an individual who is jumping straight up and down, they are entitled to occupy this space from floor to ceiling if they established this space legally. Key for you center official is don't bail until the rebound has been secured and the first outlet pass has been made. Trail and center officials must close down on rebounding action because ignoring it and backing away leads to increased physical play and too much action for the lead alone to cover.

**SCREENING:** A screen is legal action by a player who, without causing contact, delays or prevents an opponent from reaching a desired position.

To establish a legal screening position:

- **The screener may face any direction**
- **Time and distance are relevant**
- **The screener must be stationary, except when both are moving in the same path and the same direction**

- **When screening a stationary opponent from the front or side, the screener may be anywhere short of contact**
- **When screening a stationary opponent from behind, the screener must allow the opponent one normal step backward without contact**
- **When screening a moving opponent, the screener must allow the opponent time and distance to avoid contact. The distance need not be more than two strides**
- **When screening an opponent who is moving in the same path and direction as the screener is moving, the opponent is responsible for contact if the screener slows up or stops.**

## **Coach & Official**

**Coach, when teams enter the court for pre-game warm-up, before the game or to start the second half from the locker room, teams are to go the most direct route to your warm-up end. Do not circle your opponents or run your opponents end line on the way to your basket. Officials are to notify the IHSAA if this should occur, there is no penalty, but the school administration will be notified of this violation.**

**Loose Balls:** Rough play and excessive contact while attempting to secure a loose ball continues to be a concern. Coaches, players and officials must understand that a loose-ball situation is not consent for a player to “jump on” an opponent on the floor in an attempt to create a held ball. Likewise, merely because a player is “going for the ball”, does not give that player permission to “take out” an opponent who is in a more advantageous position. Incidental contact (4-27) allows for contact when players are in equally favorable positions.

**EFFECTIVELY RESPOND TO COACHES:** Times are changing. While basketball officials were once warned to avoid unnecessary talking with coaches, they are now encouraged to participate in “meaningful dialogue.” Understanding this philosophy shift requires a significant change in officials’ attitudes and training. There is an increased importance on managing, or better yet, communicating with the coaches **when necessary**.

Officials need to develop their own skills and dialogue. Coaches must understand, officials are not going to allow a head coach to carry on a conversation/dialogue throughout the entire contest. Officials should **not** engage or initiate a conversation, unless you are proactively warning a coach about a player or need to draw the coach’s attention to something happening in the game.

The following principles should influence any contemplated reply.

- Listen to what is being said. Understand the concerns of the coach. If the concerns are legitimate, express that understanding.

- Answer questions not statements. Some comments can and should be ignored. Be a responder, not an initiator.
- Exhibit calmness. Do not threaten.
- Do not attempt to answer a question from an out of control coach. Deal with the behavior first.
- Be in control and speak with calm easy tones. Be aware of your body language; maintain positive and confident body language. Understand the closer you get to the coach the lower the volume. Back up to the coach don't face the coach, face the floor and listen to their concern as he/she sits on the bench.

Some officials have a unique ability to use wit and humor to defuse a tense situation. Unless you have that rare skill, stick to positive, easily understood and hard to misrepresent replies. Usually answering a question by rule defuses the situation. A wrong word can add fuel to the fire. Always remember, silence can never be misquoted. Sometimes it's just better to listen and respond by well take a look coach.

**MECHANICS, CONSISTANCY A PRIORITY:** Communication and consistency remain the most important elements of good officiating. It is essential for officials to be familiar and comfortable with proper NFHS mechanics and signals. The primary reasons for utilizing only approved NFHS mechanics and signals are:

- Effective court coverage related to primary coverage areas
- Effective communication between officiating partner(s)
- Immediate information and feedback to coaches, players, scorers, timers and spectators.
- Communication---not to call attention to the official.

The majority of signals are used to indicate what has or is happening. Approved NFHS signals are dignified, informative and meaningful. The use of unauthorized signals frequently confuses, because the meaning is unknown. Problems are also created when officials engage "hit and run" officiating. That occurs when an official blows the whistle and immediately leaves the area without taking time to follow the proper procedures for calling a foul or violation. Signals should be given in a manner that is calm, under control, unhurried and professional.

**BENCH DECORUM:** Besides the above mentioned, coaches may stand or leave the bench for:

1. Charged time-out, confer with players
2. In case of injury, if beckoned by an official, attend an injured player
3. Intermission
4. Prevention or notification of a correctable error 2-10
5. Stand and show approval of an exciting play
6. Stand to call time-out when his/her team is in possession of the ball
7. Stand to congratulate a player being substituted for

8. Confer with personnel at the scorer's table regarding a timing error, scoring error, or alternating possession error

### **GENERAL REMINDERS**

If you ever encounter any vocal or inappropriate comments or behavior with a spectator(s), **DO NOT** deal with the individual(s). Let the administrative person in charge work with them. Never show your displeasure with a spectator or coach, remember facial expressions can and will at times be louder than words ever spoken. When you arrive at the game site, make sure you know who the administrative person in charge is and where you may find them if any unusual situations should arise. If you have problems with a player(s) on the floor, make sure the coach knows. Whenever possible, inform the coach at the earliest opportunity, and allow he/she the opportunity to get the situation corrected. Understand, everyone is not going to agree with every call, but also understand you should not take this personally. Sometimes you just need to let comments be comments.

Understand your primary coverage area and responsibilities and develop a mental impression of each primary coverage area. Learn to accept the ball when it enters your primary coverage area, and learn to give it up when the ball enters your partner's PCA that's called TRUST. Make sure you understand your floor coverage responsibilities.

During time-outs, be alert, **dead ball time matters**, problems can arise, officials seem to be in a habit of gathering during time-outs, **only do so when absolutely necessary**.

### **POSITIONS DURING TIME-OUTS AND QUARTER BREAKS (three person crew):**

One official should be stationed at each free-throw line extended furthest from the bench, the second official should be free throw line extended at the other free throw line, third official should be located at the inbounds spot, regardless if it is a 30 or 60 second time-out or quarter break. Following the first horn, the two officials free-throw line extended should step forward and indicate to the team in front of them, first horn, then resume your position on the floor for the game to continue.

**BE PROFESSIONAL:** Professionalism is the understanding that each official and coach must be the game's most meaningful ambassador both on and off the court and in the community. It entails having a quality approach, both on and off the court that is a credit to the game and your profession. Remember, you represent an entire community of coaches and officials. **The work you perform is not only a reflection of yourself, but every coach and official.** People will judge coaches and officials by what you do and how you act and react. You must be willing to accept that responsibility. Each game deserves your maximum effort. No matter what level of play you coach or officiate, no matter what the score may be, or the time remaining in the game, you must have a dedicated purpose. Professionalism is one aspect of being prepared mentally. Coaches and officials must always remember that they are in the public eye both on and off the court. You are recognized for what you do, but remember you are accountable for who you are.

**OFFICIALS & COACHES, BOTTOM LINE:** Officials hustle, be a good communicator (with coaches, players and fellow officials), be fair and call the game as if your own son or daughter were playing.

Always remember, no one came to watch an official officiate or a coach coach, they came to watch young people play the game.

**CONCENTRATE AND CARE. IT IS IMPORTANT TO EVERYONE INVOLVED.**

**HAVE A GREAT SEASON!!!**

Sincerely,  
**Roger Barr**  
**IHSAA**