

## Referee Meeting for U3-19 Season - 2010

⇒ *opt-in, check email and webpage daily, confirm in 24 hours, follow all procedures* ⇐

### 1. Call to Order

- introduction of guests and new referees; no announcements please!
- review/edit/update referee listings: 1) initial in blue "U13-19" column for attendance and priority notification; 2) check email list; should be same as "opt-in" email address for messages; 3) initial, sign and complete "Referee Acknowledgement Form"; submit.

### 2. OL Address and email System Update

- OL address: Oahu League, 4725 Bougainville Drive, PMB 538, Honolulu, HI 96818-3179.
- OL webpage = <https://www.OahuLeague.com>; Referees = <https://www.oahuleague.com/Referees/ORindex.html>
- Assignor email address = [Assignor@OahuLeague.com](mailto:Assignor@OahuLeague.com) ; OL Board members also listed in OL section.
- referees must "opt-in" to continue to receive OL emails, announcements and notifications; this email address should be the one that you will use to receive all notices and emergency messages; it should also be the same that you use for assignments.

### 3. Trends You Need to Know!

- the Board is being more responsive to league members and is relying more on the website, webforms, email, and quicker responses for games scores, standings and discipline, etc.
- the Board has implemented policies to support referees regarding coach and spectator abuse.
- the Board does not want any violent incidents to occur at any OL games and is being pro-active to prevent any!!
- Board expectations for referees are higher and referees are being held more accountable for their performance including the new requirements implemented last year, the reporting of game results and incident, and challenges to their decisions.
- the Board expects referees to treat coaches and players with respect at all times.
- there is to be no "running dialogue" with coaches or spectators during the game.

### 4. Expectations of Referees (*all information available on webpage*)

- the Board's expectations for referees and coaches are described in the **Referee Advisory**, the **Coach Advisory**, the **Season Guidelines** and the **HYSA Team Manual**; referees need to review these guidelines and they must administer OL games in accordance with the guidelines presented in these documents.
- BODs expectations; monitoring at field; the Board has created a referee discipline review committee; payment of game fees will not be made if referees are determined to not follow policies, procedures and guidelines.
- game fees and payments; the webpage is the official record; send an email noting any errors or changes; use your password to check; payments are submitted on the Monday following the last Sunday in the month; see payment submittal schedule for processing updates.
- mentoring: the League utilizes the services of the State Referee Mentor Coordinator and SDI, Derek Wong, to mentor referees; the U13-19 Season is a good season for new referees to develop!
- assessments: "continual and random" developmental and "blind" - throughout season; upgrade upon request.
- referee evaluation: specific to OL; coach input and expectations; treat players/coaches with respect; playoff and "big game" assignments are determined by evaluations and observations; remember: "run"; don't look tired; be consistent; "the last referee let me do it"; don't look bored or stand with hands on hip; no fraternization; remove yourself from confrontation; be at assignment 30 minutes before start time; follow check-in procedures; start on time; whistle at center at start time; the Assignor must know of no-shows, changes at field and referees who are late or not following guidelines.
- "Stud Muffin" Policy, "30/80/DZ/Report" rule and appearance; this season there will be 35-40+ games per day!

### 5. Assignment Guidelines and Procedures

- assignment schedules, procedures and general information are on the webpage; no email answer if info is there.
- check **DAILY**: email; announcements, assignments, game status; check calendar frequently (2-3 year notice).
- for assignments send an email availability request for each day only; put date in subject title; must use reply feature of email for all correspondence to have history of correspondence; if not, cut and paste for your email.
- redundant system: confirm assignments by email and/or from color on webpage, whichever comes first.
- once your name is in the "black" or within 72 hours of an assignment, it is the referee's responsibility to

notify assignor of a cancellation; use email and cell phone until an email/phone reply is received.

- centers are assigned at 2 years above; AR at age; or if approved, to a higher level.
- do not officiate assignments wherein you have relationships with the teams.
- rain-outs, cancellations and forfeits: referees are to go to field unless they receive notice that game is cancelled; Board policy is that only the first cancelled game will be paid; forfeits are paid; notify, if both teams are no-shows.
- the schedule for March 6, 7 is available tonight; do not indicate your availability unless you are committed to the assignments on March 6 and 7.

## 6. Administrative “Points of Emphasis” for this Season

*(things to be done better! and in order to get paid you must follow procedures and submittal deadlines!)*

- paper game card: must be legible and “totally completed”; must be received by Tuesday noon if there are YCs, send-offs or comments; otherwise, by Wednesday noon.
- on-line game report: must be submitted by 6:00 am of the following morning of an assignment or immediately after the assignment if there is a send-off.
- send-off reports: submit on-line form immediately after the game; be complete and precise using prescribed language (on website) from HYSA Team Manual; must verbally notify coach of send-off when collecting or returning cards.
- club line info: referee writes name on paper game card only; club line submits on-line payment form with info.
- referees must report referee abuse from coaches and/or spectators on game report and game card if you want the League to support you! issue YCs and RCs as appropriate; no “courtesy YCs”.
- severe weather days: follow League and USSF procedures; use common sense and judgment.
- follow required procedures; referees are to work as a team, entering/exiting field together and locating themselves away from teams and spectators at corner flag (or at some removed location, i.e., under the trees at Waiau).
- players need one pass; a pre-printed game card is required (no player write-ins are allowed); “no pass, no game card, no play”; no adults allowed in team area w/o passes; there may be extra players being mentored.
- coaches, ADOCs and DOCs must have **one pass** on a lanyard visible at all times (the combined Risk Management and Coach Pass);
- coach and spectator problems; misconducts can be issued to the coach for spectators (warn first; give the coach opportunity to correct; issue MC if behavior continues; note on game card and in the on-line game report); don’t have a unique threshold!
- game card: only the head coach will be listed; four blank lines for the names and signatures of the coaches of record for the game; any coach with a pass may coach; there is an honor system for coaches; they will be disciplined for any transgressions; the referee accepts the coach at the game and does not make any judgments, the League will administer any discipline; you must check the photograph to match the coach!
- review of fine and payment reductions (see link on payment page).

## 7. Other items and discussion, as developed in meeting:

Recap of some of the important points presented -

- an unofficial game or “scrimmage” may be played by the teams if they are missing a game card or player passes; all regular procedures are to be followed; the game may not be played if there are no coach passes, not enough team members and/or other rules of the game are not met.
- on-line game reports are due by 6:00 am of the day following the game.
- the on-line game report requires four digits; use the team numbers from the schedule for the report when the numbers on the schedule and the paper game cards differ.
- do not do assignments with teams that you have a direct relationship with, i.e., a sibling playing on the team, or one that you have developed a relationship with.
- confirm, decline or cancel assignments with 24 hours by listing the game number in the email.
- be sure that the team tents are separated by at least the middle circle and that coaches do not argue with one another coaches are to remain in the tactical area.
- do not have a “running dialogue” with coaches and spectators during the game and do not go to the coaches after the game except to return the player passes (have your AR return the passes).
- there are now fines and game fee reductions for referees that do not follow policies and procedures; be sure to review them on the payments page link.

## 8. Referee Training - go to [hsra.net](http://hsra.net) for all USSF information: re-certs, clinics, physical tests, training, assessments, upgrades; USSF memos and information, etc.