

This agreement is made on the 18th day of November, 2018, between the TSLA, Inc./Texas High School Lacrosse League (THSLL) and the US Lacrosse-certified officials in Texas, who are organized into the following regional districts: North Texas Lacrosse Officials Association, Texas Lacrosse Officials Association, San Antonio Lacrosse Officials Association, and Central Texas Lacrosse Officials Association (collectively "LOA").

LOA and THSLL desire to enter into an agreement wherein the LOA will provide lacrosse officials for all THSLL-recognized regular-season and district/state playoff games for the 2019 lacrosse season.

For the purposes of this agreement, the THSLL-recognized season and district/state playoffs, including championships games, notionally runs from January through May 2019. Any exceptions will be agreed upon in writing by the LOAs' President and the THSLL Commissioner prior to January 1st of each year for the term of this agreement.

NOW THEREFORE, LOA AND THSLL AGREE AS FOLLOWS:

### **Scheduling of Games and Assignment of Officials**

1. The THSLL shall enter games into the game-scheduling system according to the following timeline:
  - a. Original regular-season schedule = no later than January 1st of each year.
  - b. Modifications to the schedule = as soon as practicable, to give LOA maximum time to make the officiating assignments. [Note that additional fees may be required for late changes to the schedule, as described later in this agreement.]
  - c. District/state playoff/championship games = as soon as the brackets are determined.
2. Responsibility for entry of information into the game-scheduling system is as follows:
  - a. Initial entry of game schedules = THSLL Administrator
  - b. Modification of games = THSLL Administrator
  - c. Officiating assignments = Regional LOA Assigners
  - d. Acceptance of game assignments = the Officials
  - e. An exemption is allowed for tournaments, which often do not utilize the game-scheduling system and use other scheduling methods (e.g., spreadsheet, email).
3. LOA will furnish the requisite number of lacrosse officials for all THSLL games entered in the game-scheduling system. For all divisions, the following crew sizes are applicable:
  - a. Varsity games = three officials per game- DIII may have 2 officials
  - b. Junior varsity games = two officials per game
  - c. Super-Regional and Championship Weekend games = three on-field officials plus one Chief Bench Official (CBO)
4. LOA will use its "best effort" to achieve that all assigned officials are as follows:
  - a. D1/D2 varsity games = US Lacrosse-Certified Level 3 officials
  - b. All other games = US Lacrosse-Certified Level 2 officials
  - c. Exceptions are allowed based on availability constraints and/or scheduling conflicts
  - d. Because US Lacrosse certification level changes occur only after a season has ended and because officials can gain the skills required to move up a level before the season has ended, LOAs can deem that an official possesses the equivalent level of certification required for the game based on the official's current performance and skill set, as determined by the LOA.
5. Except for tournaments, THSLL will not **request** LOA officials for any games unless the games have been entered into the game-scheduling system. Regional LOA assigners will notify the THSLL Commissioner and THSLL District Coordinators immediately if any THSLL member program attempts to do so. This requirement to use the game-scheduling system affects:
  - a. Scrimmages

- b. Games during the THSLL-recognized season and district/state playoffs
  - c. Games between THSLL teams from different districts
  - d. Games played between THSLL teams and out-of-state (non-THSLL) opponents
  - e. An exception is made for tournaments, as the assigners may choose to make the officiating assignments via spreadsheet or email in lieu of using the game-scheduling system. However, assigners may choose to use the game-scheduling system for tournaments, if they prefer to do so.
6. Except for tournaments, LOA assigners will not **assign** officials to any games that THSLL members attempt to get assigned directly without using the game-scheduling system.

#### **Assignment of Super-Regional Weekend & Championship Weekend Officials**

7. The LOA and THSLL agree that each game conducted during the Super-Regional Weekend & Championship Weekend shall consist of officiating crews mixed from different regional LOAs. On or before April 1, LOA will provide to the THSLL a list of officials that each regional LOA determines are eligible for Super-Regional Weekend & Championship Weekend game assignments (“Playoff Eligible Lists”). On or before April 14, THSLL and LOA shall identify the officials from the Playoff Eligible Lists whom each party recognizes as qualified for Super-Regional Weekend games and State Championship weekend games (“Playoff List”).
8. Each THSLL team shall be permitted to scratch one official in the State of Texas from the Playoff List for the entirety of that team’s Super-Regional Weekend games and State Championship Weekend games, which shall include a statement explaining the basis of the strike (“Strike List”). The THSLL will deliver to LOA the Strike List on or before April 14. The leadership of the LOA and of THSLL shall work cooperatively and in good faith to attempt to agree upon the Super-Regional Weekend & Championship Weekend game assignments from the Playoff List. The parties commit to exchange their respective rankings/tiering including supporting data, if any, and openly discuss any conflicts concerning the rating and recommendations of officials for Super-Regional Weekend & Championship Weekend game assignments. The final decision concerning eligibility of officials and assignments is reserved to LOA, save and except that the timely submitted Strike List shall be honored.

#### **Lacrosse Playing Rules and Officials’ Training**

9. All THSLL games will be played using the current edition of the NCAA Men’s Lacrosse Rules, including post-publication updates and any additional guidance issued by the collegiate rule-making and rules interpretation bodies.
10. Declaration of exceptions to the playing rules is the responsibility of THSLL and shall be communicated in writing to LOA.
- a. The LOA Chief Referees will review the THSLL Rulebook, Appendix A - Rule Waivers (“Waivers”) annually during each pre-season according to the following deadlines:
    - i. October 1 – Initial draft of the Waivers by THSLL.
    - ii. November 1 – LOA comments and feedback on the Waivers.
    - iii. Prior to December 15 – If necessary, the leadership of the LOA and THSLL shall confer to resolve any issues.
  - b. LOA agrees to enforce the final THSLL-approved Waivers.
  - c. THSLL shall review and approve any subsequent modifications to the baseline NCAA rules issued by the national rule-making bodies.
  - d. LOA will not enforce any new changes to the NCAA rules until the changes have been reviewed and accepted by THSLL.

- e. THSLL shall communicate its acceptance or denial of additional rule modifications to LOA in writing.
  - f. Time is of the essence for rule changes made during the lacrosse playing season, so THSLL and LOA must work together quickly to promulgate mid-season rule changes to teams and officials.
11. Each regional LOA will provide its officials training using US Lacrosse guidelines. Additional training will be provided, if requested and agreed upon by LOA and THSLL. Examples of additional training may include ongoing observations, training clinics, and on-field training event(s).

### Financial Considerations

12. The THSLL will pay a \$500/year stipend to each regional LOA for costs affiliated with training, development, and retention of officials, such as the costs of training materials, coaches' certification cards, and the cost of running a certified observation program. Each regional LOA must submit an invoice to THSLL to receive the stipend. THSLL shall pay each regional LOA the stipend(s) no later than June 1 of each year following completion of a lacrosse season or 30 days after the date of the invoice, whichever is later.
13. Except for Super Regional and Championship Weekend playoff games, payment of official's fees shall be the sole responsibility of the Home Team of record in the game-scheduling system. In summary, the responsibility for payment of officiating fees is as follows:
- a. Regular-season games = the Home Team of record listed in the game-scheduling system.
  - b. District Playoff games = the Home Team of record listed in the game-scheduling system.
  - c. Super-Regional playoff games = THSLL
  - d. State Championship Weekend playoff games = THSLL
  - e. Prior to the commencement of the first round of playoff games, THSLL shall transfer the necessary funds to cover the games fees to each regional LOAs for the Super-Regional and State Championship Weekend games. The reimbursement of travel-related fees for the officials is not due until after the officials themselves remit their travel & expense sheets to THSLL for reimbursement.
  - f. Once a game has commenced, the full game fees and travel fees are incurred, even if the game gets suspended, cancelled, or forfeited prior to the expiration of full time.
14. LOA will charge, and THSLL member programs will pay, for services at the rates for the LOA services as set forth in Exhibit A for the term of this agreement, with the following stipulations:
- a. Within twenty (20) calendar days after game completion = no late fee is incurred.
  - b. More than twenty (20) calendar days after game completion = The member program shall pay a late fee of \$15, in addition to the game fee due.
  - c. Thirty (30) or more calendar days after game completion = The LOA assigners may suspend the assignment of officials to the THSLL member program until all past-due game and travel fees are brought current.
  - d. Failure to pay officials' fees may result in forfeiture of THSLL games.
15. The THSLL member programs shall remain responsible for the payment of fees for making **non-weather-related** changes to the THSLL schedule. Changes to the schedule are defined as those changes that require the assigner to "re-assign" the officials in the scheduling system and include, but are not limited to, changes in the starting date, time, location, opponent, level of a game, and/or any other reason that requires reassignment, unless notification is given to LOA in accordance with the following time limits and reasons:
- a. Seven (7) days or more prior to the scheduled game start time = no fees or administrative charges are payable to either the Officials or the Assigner.
  - b. Between 72 hours and 4 hours prior to the scheduled game start time = 50% of the full game fee is due to the Officials (no travel fees though)

- c. Less than four (4) hours prior to the scheduled game start time = 100% of the full game fee is due to the Officials (no travel fees though).
  - d. Officials will submit an invoice/voucher for the game fees directly to the home team of record in the scheduling system.
16. **Weather-related game-day** cancellations/suspensions should be made by a phone call to the regional LOA Assigner and Referee assigned to work the game, and THSLL shall reflect the change in the game-scheduling system at least four hours prior to game time so that officials can always check the latest schedule before departing to a game. Game fees and administrative charges for weather-related game-day cancellations/suspensions shall be paid as follows:
  - a. More than four (4) hours prior to game start time = No game fees incurred. No travel fees incurred. No administrative fees incurred. This is a simple "rainout" scenario, which does not incur any costs if the required actions are taken in time.
  - b. Four (4) hours or less prior to game start time = 100% of the each official's highest game fee that was cancelled/suspended. Thus, each official will receive only one game fee (no travel fees though).
  - c. If more than one game was affected for the affected officiating crew, each official will be paid for only one game, which is the game with the highest game fee for that official.
  - d. Even if officials have arrived at the playing facility or begun to travel to the game, no travel fees are permitted for weather-related cancellations/suspensions, regardless of the timing. A game must have commenced for travel and game fees to kick in.
  - e. Officials must submit their invoice/voucher to the home team of record in the game-scheduling system for reimbursement of game fee(s) incurred.
17. The THSLL Administrator will collect the LOA Booking Fees, per Exhibit A. The deadlines are as follows:
  - a. Prior to January 15 = THSLL member programs will pay THSLL their required membership fees, which includes the Booking Fees.
  - b. January 15 = THSLL Treasurer will transfer the collected Booking Fees to each regional LOA.
  - c. January 15 = THSLL Treasurer will pay each regional LOA assigner \$100 as an annual administrative fee.
  - d. January 15 = THSLL Treasurer will pay each local LOA \$35 per year for each THSLL "Sub-Admin" granted access into the game-scheduling system account for each LOA.
  - e. January 31 = THSLL Treasurer will provide a detailed accounting of all LOA Booking Fees paid to the regional LOAs.

### **Administration and Communication**

18. The system of record for all THSLL member program rosters, contacts, field locations, game schedules, and game scores will be the THSLL website, which is located at <https://thsll.org>. THSLL will load all required information into the game-scheduling system (e.g., Arbiter) so that the regional LOA District Assigners can assign officials for THSLL games. It is acceptable for THSLL to circulate via email a spreadsheet containing personal contact information (i.e., phone numbers, email addresses) to keep this information private within THSLL and LOA.
19. On or before January 1 of each season, LOA and THSLL will exchange all contact information for its leadership groups, including but not limited to:
  - a. THSLL = President, Secretary, Administrator, Game-scheduling System Representative, District Coordinators, Treasurer
  - b. Each Regional LOA = President, Chief Referee, Lead Clinician, Assigner, Secretary, and Treasurer. The parties agree to keep the each other reasonably informed of any change in leadership personnel.
20. On or before January 1 of each year, THSLL will update the game-scheduling system to include the

following information for each member team: President, Athletic Director, Team Treasurer, and Head Coach for each team at every level of play.

21. Each year, LOA will nominate one official statewide (selected by the LOA Presidents) to serve as an advisory (non-voting) member to the THSLL Board. THSLL will include the LOA Advisory Member in all THSLL board meetings.
22. LOA will have a representative appear upon request at annual THSLL State Meetings and District meetings convened by the THSLL, with at least a 30-day notice to all LOA Presidents, if a state meeting, and to the President of each regional LOA, for a local District meeting. The LOA representatives will be exempt from attendance in the event the meeting falls on a weekend of a major tournament.
23. Throughout the season, each THSLL District Coordinator and corresponding regional LOA Assigner commit to regularly communicate and share feedback regarding the performance/conduct of officials, coaches, players, and parents.
  - a. The Head Coach and assigned Referee for each game shall promptly submit their game reports via the game-scheduling system, and these reports will be reviewed by respective leadership.
  - b. The leadership of each THSLL District and its corresponding regional LOA agree to share the results of any survey or evaluation of the performance/conduct of officials, coaches, players, and parents.
  - c. At the mid-point of each season, the THSLL District Coordinators and regional LOA assigners shall confer and review the THSLL ratings of all officials.
24. The leadership of each regional LOA and the THSLL agree to communicate regularly and convene, as necessary, to address and resolve any issues involving the performance/conduct of teams, officials, coaches, players, parents, and administrators.

#### Game Day-Related Administrative Items

25. At least 24 hours prior to the scheduled start time of a game, the Referee assigned to each game shall confirm the game logistics with the head coach of the home team of record.
  - a. The use of email or a phone call is acceptable as a means of game confirmation.
  - b. The head coach and the Referee are responsible for cascading last-minute changes to their respective groups (i.e., the other coaches and the other officials).
26. Prior to the start of each game LOA, the Referee shall present Coaches Certification cards to both teams' Head Coaches as part of the pre-game certification process.
27. Per NCAA rule, all officials shall print their name in each team's scorebook.
28. Prior to the start of each game, the home and away Site Administrators shall ensure a form of communication exists between the Scorer's Table and the Site Administrators for the entirety of the game. The Home Team Site Administrator shall confirm this to the assigned Referee for each game.
29. LOA assigners will notify the THSLL Commissioner and the THSLL District Coordinator immediately after the game, of all ejections, including those for players, coaches, fans, administrators, or any other personnel.
30. Game reports shall be submitted within 24 hours of the completion of a game. Coaches and officials shall make their "best efforts" to submit the game reports within 24 hours.

Agreement of Parties Concerned

Texas High School Lacrosse League (THSLL)

By: Ray Martin  
6CEB33BF0E4D497  
Ray Martin, Commissioner, THSLL

Date: Nov 18, 2018 | 12:46:03 PM CST

North Texas Lacrosse Officials Association

By: Timothy Cagney  
98A702E75B3E467  
Tim Cagney, President, NTLOA

Date: Nov 19, 2018 | 12:07:53 PM PST

San Antonio Lacrosse Officials Association

By: G Hatch  
B52B0BA732A9476  
Grady Hatch, President, SALOA

Date: Nov 18, 2018 | 7:18:16 PM CST

Texas Lacrosse Officials Association

By: Tim Bohdan  
8E04EC43777C4B1  
Tim Bohdan, President, TXLOA

Date: Nov 19, 2018 | 12:16:33 PM CST

Central Texas Lacrosse Officials Association

By: Bruce Clark  
FD18E7F96E10409  
Bruce Clark, President, CTLOA

Date: Nov 18, 2018 | 3:42:45 PM CST

## EXHIBIT A (“FEES”)

### Pre-Season Fees

<b>Booking and Administrative Fees<sup>1</sup></b>	<b>2019</b>
Assigner’s Fee (paid annually once to each Regional Assigner)	\$100
Sub-Admin Access Fee (per THSLL user added to each LOA)	\$35
Varsity Booking Fee (per season, up to 18 games per local LOA)	\$150
Junior Varsity Booking Fee (per season, up to 18 games per LOA)	\$100
Additional games booked beyond 18-game/LOA cap (per game)- home and away in one LOA	\$10
Training Stipend (paid to each Regional LOA, once per year)	\$500

### Any Schedule Changes

<b>Fees for any Schedule Changes, Payable to the Assigner<sup>2</sup></b>	<b>2019</b>
>= 4 days’ notice	\$0
72 hours to 4 hours’ notice	\$10
< 4 hours’ notice	\$25

### Weather-Related Game Fees

<b>Game Fees for Schedule Changes, Payable to the Officials</b>	<b>2019</b>
Prior to game day	No game fees incurred
Game-day changes, at least 4 hours prior to game start time	No game fees incurred
< 4 hours’ notice up until start of the game	100% of highest game fee
Travel fees, regardless of timing as long as game has not started	No travel fees incurred

*Note: Travel fees are never incurred for any game cancellations/suspensions, even if due to weather, and regardless if the officials have actually commenced their travel or arrived at the playing facility. Officials cannot invoice for travel fees unless their game actually starts.*

### Non-Weather-Related Game Fees for Schedule Changes

<b>Game Fees for Schedule Changes, Payable to the Officials</b>	<b>2019</b>
>= 4 days’ notice	No game fees incurred
72 hours to 4 hours’ notice	50% of all game fees
< 4 hours’ notice up until start of the game	100% of all game fees
Travel fees, regardless of timing as long as game has not started	No travel fees incurred
If the official did not verify the game details with the home team coach prior to the game, and the game was canceled, no payment will be made.	

*Note: Officials cannot invoice for travel fees unless their game actually starts*

<sup>1</sup> Paid by team to each Regional LOA Assigner or to each Regional LOA prior to the start of the regular season. The 18-game cap applies within a regional LOA.

<sup>2</sup> Changes to the schedule seven days or more in advance of the game start time incur no fees paid to the Assigner. Any change to the schedule (date, time, location, level, teams, etc.) within 7 days to 4 hours prior to game start time shall incur a \$10 per game charge to the Assigner.

## Game Fees Per Official

<b>Regular-Season or Playoff Game Fees<sup>3</sup></b>	<b>2019</b>
Varsity Game, 12-minute quarters, stop-time	<b>\$85</b>
Junior Varsity Game, 10-minute quarters, stop-time	<b>\$71</b>
Late Payment Fee (per official, beyond 20 calendar days)	<b>\$15</b>
LOA provides notice of team non-payment to state administrator and district coordinator. Issue will be reviewed within 14 days.	

## Travel Fees

<b>Travel-Related Fees, Payable to the Officials<sup>4</sup></b>	<b>2019</b>
Less than 35 one-way miles	<b>\$0</b>
From 35 to 49 one-way miles (paid once for entire trip)	<b>\$15</b>
50 or more one-way miles (all round-trip mileage reimbursed)	

<sup>3</sup> The THSLL shall provide double-occupancy hotel rooms near the game site for out-of-area officials assigned to the state Super-Regional Playoff and Championship Weekend games upon reasonable notice of the LOA to the THSLL. Mileage is to be reimbursed at prevailing IRS rates for the driver door-to-door plus a per diem of \$50 per day for all out-of-area officials. Local officials receive only "local" travel fees, if applicable, and no per diem. A Chief Bench Official (CBO) shall be utilized for all Super-Regional and Championship Playoff games. The CBO will receive a full playoff game fee but does not receive out-of-area mileage or per diem since the CBO is always a local official. However, a CBO may qualify for local travel fees, if the distance is sufficiently far between the CBO's residence and the playing facility.

<sup>4</sup> Officials will receive zero travel fee for games played at a facility that is less than 35 one-way miles from the official's residence of record in the game-scheduling system. For officials' travel of 35-49 miles one-way to the game, a travel fee of \$15 for the entire trip applies to each affected official. Note: Even if more than one game is officiated, the travel fee/mileage is only imposed once for the entire trip for each affected official.] For travel of at least 50 one-way miles to the game, IRS mileage rates apply to the entire distance traveled to and from the game between the playing facility and the official's home address of record in the game-scheduling system. Travel fees shall be invoiced via the official's game voucher or other agreed upon method acceptable to both the LOA area assigner and the THSLL District Coordinator. Officials will receive standard IRS mileage reimbursement for out-of-area assignments, although travel fees do not apply to officials who voluntarily request to work games that are outside the assigning area of the local LOA.