

TACOMA BASKETBALL OFFICIALS ASSOCIATION

EVALUATION PROGRAM

In Accordance with TBOA Bylaw Article X

I. Purpose

The Tacoma Basketball Officials Association (TBOA) is an independent Member Officiating Group (MOG) of the Washington Officials Association (WOA).

The TBOA Evaluation Program provides a consistent, fair, and professional evaluation process for active TBOA member officials. All officials should expect evaluations that are objective, unbiased, and based solely on their officiating performance.

TBOA will maintain both the appearance and the reality of fairness and independence. All officials, including Executive Board members who remain active officials, will be evaluated under the same standards and procedures.

II. Evaluation Program Administration

TBOA maintains responsibility for and oversight of the Evaluation Program. When TBOA contracts with an Evaluation Supervisor or an outside evaluation organization, TBOA retains the authority to continue, modify, or terminate that arrangement at the conclusion of each season or contract period.

TBOA welcomes constructive input regarding the Evaluation Program. The Evaluation Supervisor and TBOA Executive Board may consider recommendations that improve the program while maintaining its fairness, consistency, confidentiality, and integrity.

The TBOA Assigning Secretary will coordinate with the Evaluation Supervisor when scheduling game-site evaluators.

The annual evaluation goals are:

- Each varsity official will receive two (2) evaluations.
- Each official ranked in the Top 10 JV group will receive two (2) evaluations.
- Remaining JV officials will receive one (1) evaluation.

These goals may be affected by game availability, official availability, evaluator availability, cancellations, and other scheduling circumstances.

III. Evaluator Expectations

TBOA operates a professional evaluation program. An evaluator's primary responsibility is to observe, assess, document, and communicate an official's game performance fairly and objectively.

Evaluators are expected to:

- Apply NFHS, WOA, and TBOA evaluation standards consistently to all officials.
- Evaluate only what occurs during the observed game.
- Remain impartial regardless of personal relationships, previous experiences, rankings, assignments, or an official's position within TBOA.
- Evaluate only those officials assigned to be evaluated. Providing information to other, non-assigned officials on the crew is optional and does not constitute a valid, payable TBOA evaluation.
- Avoid favoritism, bias, retaliation, or the appearance of a conflict of interest.
- Conduct themselves professionally before, during, and after the game.
- Avoid unnecessary interaction with officials before and during the game.
- Provide specific, constructive, and professional feedback based on observable performance under NFHS standards.

- Identify both strengths and areas for improvement.
- Complete evaluation reports accurately and within a reasonable period of time.
- Maintain the confidentiality of all evaluation scores, reports, discussions, and related information.
- Refer significant disputes or concerns to the Evaluation Supervisor rather than debating or arguing with an official.
- Do not use an evaluation as a disciplinary tool, personal criticism, or an opportunity to address unrelated concerns.

IV. Postgame Feedback

Following a live game evaluation, the evaluator will normally provide officials with a verbal postgame critique. For evaluations completed by video, a live postgame critique does not apply.

Officials are expected to treat the evaluator respectfully during this process. Likewise, evaluators must provide feedback professionally and respectfully.

Postgame feedback, whether positive or corrective, is intended to identify observed strengths and opportunities for growth.

An official may decline the verbal postgame critique by respectfully notifying the evaluator.

When requested, evaluators may provide officials with suggestions, techniques, or resources that may help improve their officiating. However, the Evaluation Program is an assessment program and is not intended to replace TBOA's formal training and development programs.

V. Written Evaluations

Each official will receive a written copy of the evaluation, including the applicable evaluation score or rating, by email within a reasonable period following the game. See Section VII, Evaluation Questions and Disputes.

TBOA recognizes that evaluators have professional and personal responsibilities outside the organization. While timely completion is expected, circumstances may occasionally require additional time.

The evaluator and Evaluation Supervisor will maintain appropriate copies of completed evaluations.

All evaluation reports, ratings, scores, and related information are confidential. The Evaluation Supervisor will maintain evaluation records for two (2) years unless TBOA policy or applicable requirements establish a different retention period.

VI. Scheduling of Evaluations

Evaluations will occur throughout the basketball season. If unsure, officials are responsible for notifying the Assigning Secretary and the Evaluation Supervisor, before the high school season begins, of the gender(s) for which they want to be evaluated.

When reasonably possible, the Evaluation Supervisor will schedule an official's evaluations far enough apart to allow the official an opportunity to apply feedback from a previous evaluation.

Scheduling will depend upon:

- The official's game assignments and availability.
- Evaluator availability.
- Game location and level.
- Schedule changes or cancellations.
- The overall needs of the Evaluation Program.

The Evaluation Supervisor may schedule evaluations closer together when circumstances require it.

VII. Evaluation Questions and Disputes

Officials must first discuss evaluation questions or disputes professionally with the evaluator within forty-eight (48) hours of receiving the evaluation. After the 48-hour period expires, the evaluation may not be challenged or disputed. No exceptions will be made.

If the evaluator and official cannot resolve the concern, the matter may be referred to the Evaluation Supervisor.

If the Evaluation Supervisor cannot resolve the dispute, the TBOA Executive Board may review the matter when appropriate and consistent with TBOA bylaws and policies.

When warranted, the Evaluation Supervisor may authorize a second review of the same game by another qualified evaluator.

The Evaluation Supervisor alone will select the second evaluator. The official may not select or request a particular evaluator or another game.

The official requesting the additional evaluation must pay the applicable evaluation fee in advance.

The second evaluation will constitute the final review of that game. When two valid evaluation scores exist for the disputed game, the higher score will be applied to the official's rating.

If the official declines the additional evaluation, declines to pay the required fee, or does not agree to the established review procedure, the original evaluation will remain in effect and the evaluation dispute will be considered closed.

VIII. Professional Conduct

The integrity of the TBOA Evaluation Program depends upon professionalism from both evaluators and officials.

Evaluators must be allowed to observe games without interference, pressure, lobbying, or attempts to influence an evaluation or rating.

Officials, evaluators, the Evaluation Supervisor, the Assigning Secretary, and Executive Board members are expected at all times to respect the independence and confidentiality of the evaluation process.

IX. Ratings and Rankings

In accordance with TBOA Bylaw Article X, evaluations will be used to determine each official's rating and to help compile rankings for boys' and girls' WIAA basketball.

Evaluation scores from evaluators will determine eighty percent (80%) of an official's rating. The remaining twenty percent (20%) will come from criteria provided by the Assigning Secretary; an exception may apply.

These two components will determine each official's final ranking for the following season. The resulting ranking will be the official's final ranking, with no exceptions.