



Montana Officials Association
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July 2020

TO: FOOTBALL OFFICIALS REGISTERED WITH THE MONTANA OFFICIALS' ASSOCIATION

FROM: BRIAN MICHELOTTI, ASSISTANT DIRECTOR

RE: FOOTBALL STUDY CLUBS

This packet contains the six study clubs that will help you prepare for the 2020 football officiating season. Our hope is that these study clubs will be a challenging study tool that you will use for your best interest and that of the coaches and players of Montana.

Association regulations mandate that you attend six study clubs. The MOA expects you to complete each of the six lessons enclosed in a timely manner so that you will be on top of every change and all the rules completely. Please start the outlines before the season commences, and note that this year's study clubs are emphasizing mechanics applications.

For those of you not located in the city where the pool is located, or those whose employment prevents the officials from attending study clubs please note the following regulation from the MOA Handbook:

"If an MOA member's employment prevents him/her from attending study clubs the official may receive credit for attendance if he/she complies as follows:

1. Makes prior arrangements with the regional director or head of pool.
2. Completes the study club outlines and presents them to the regional director or head of pool **in advance** of the meetings missed.
3. Exceptions may be made for certain military actions or other extenuating circumstances.
4. An official whose employment requires him/her to be away from home during the week may attend study clubs at an alternate pool location if he/she receives permission from the regional director(s) and the MOA Commissioner.

PLEASE NOTE: Your regional director must sign your individual study clubs in order for you to receive credit. Football study club attendance must be in the hands of the Directors by December 1st. Please send your study clubs to your regional director, not to the MOA office.

As requested by the regional directors, the mechanics examination is Study Club #1, while the NFHS Football Exam Part 1 has been moved to Study Club #3. We will continue to designate study club #2 to be the Football Mechanics training.

Best of luck to each and every one of you as you approach the season, and don't hesitate to contact us with any ideas about improving the scope and format of these study guides.

BM/ab

**MONTANA OFFICIALS' ASSOCIATION
FOOTBALL STUDY CLUBS
LESSON #1
2020-21**

NAME _____

CLUB _____ DATE _____

I. Concussion State Law - Officials' Responsibilities:

The MHSA/MOA requires each official to take the "NFHS Concussion In Sports – What You Need To Know" course each year. This is the second year that you will be required to watch this same clinic. That course must be taken after June 1st for the subsequent school year and must be completed before officiating scrimmages or contests. Also, officials are asked to use their best judgment in observing the signs, symptoms and behaviors of a concussion and other possible serious injuries. If there is a player that exhibits signs and symptoms of an injury, officials will make coaches aware of the injured player and call an injury time out. The official should notify the coach by making the following statement:

"Coach, you need to take a look at this player; he/she is exhibiting signs and symptoms of an injury."

Once the official notifies the coach, it is now the coach's responsibility. The official does not need written permission for an athlete to return to play nor does the official need to verify the credentials of the appropriate health-care professional. The youth cannot return to play until they are evaluated by a licensed health care professional and receives written clearance to return to play from the licensed health care professional.

II. Review and discuss the 2020 MHSA / MOA Football Rules Clinic on www.mhsa.org. This clinic must be completed individually by each member of the pool by August 27, 2020.

III. MOA Handbook Changes and reminders for 2020-21 are as follows:

Changes for 2020:

1. Mileage has decreased from 58 cents per mile last year to 57.5 cents per mile this year. Per diem for each official, remains at 12 cents per mile. So, the driver, for a regular season match, would receive 69.5 cents per mile while the rider official would receive 12 cents per mile.
2. Specific issues that will affect officials as we deal with COVID-19 include:
 - a. Officials may wear masks while officiating – the mask must be a single solid color and unadorned.
 - b. Officials may use electronic whistles.
 - c. Officials will be notified immediately if there are any changes to the current MHSA Tier so adjustments can be made.
3. Discuss implementation Football COVID-19 Requirements and Considerations.

Reminders from Previous years:

1. Football officials may wear either the one-inch striped shirt or the two-inch striped shirt, as long as the entire crew wears matching shirts, and the shirt must be tucked in.
2. Jackets
 - a. Football officials may wear a standard jacket for warm-ups only, solid black pullover, full zip or button up, unadorned (except for MOA service pins).

- b. At the sub-varsity level only, football officials may wear striped jackets with an MOA patch.
3. Officials who coach **are a member of the coaching staff** are prohibited from working a varsity contest or tournament of his/her gender specific sport in the classification he/she coaches.
4. Study clubs can be conducted via real time video conferencing (which includes, but is not limited to: FaceTime, SKYPE, etc.) with the approval of the Regional Director.
5. Payment of Officials – the MOA Board and MHSA Executive Board approved the **following in** regard to the payment of officials and this payment change was instituted this past year (Previously, it was stated that an official must be paid before the contest unless another of the two payment options was agreed upon. Now, it isn't mandatory to pay before the contest however one of the three following methods must be utilized:
 - 1) All assigned officials may be paid within seven (7) business days of the contest with a check issued by the member school.
 - 2) All assigned officials may be paid with Ref Pay via Arbiter assignment software. A member school has (7) seven business days from the date of the contest to issue payment via RefPay/ArbiterPay.
 - 3) All assigned officials may be paid before the contest with a check issued by the member school. MOA officials are not allowed to accept checks written to other member officials. A member school has seven (7) business days from the date of the contest to reissue appropriate checks to the official(s) who actually worked the contest, if there has been an assigned official change.
6. Pink whistles may be used by officials at contests designated as breast cancer awareness events. Any other uniform modifications for the purpose of supporting a charitable fundraising event must be approved in advance by the MOA Commissioner.
7. MOA exams are now offered exclusively online. All are open book exams. The passing percentage for apprentice and certified remain at 60% and 80% respectively, and the passing percentage for master has increased from 70% to 85%. *Note: The deadline for requesting an upgrade has been reduced from twenty (20) days to seven (7) days prior to the opening of the exam.*

2020 FOOTBALL RULES CHANGES

Defining Team Designated Representative for Penalty Decisions [1-4-1, 1-4-4 (NEW), 2-32-5, 3-5-2, 10-1-1, 10-1-2, 10-2-4] — Prior to the game, the head coach will notify the referee of the designated representative (coach or player) who will make decisions regarding penalty acceptance or declination.
Halftime Intermission Option Following Weather Delay [3-1-6c EXCEPTION (NEW)] — The halftime intermission may be shortened by mutual agreement of opposing coaches if a weather delay occurs during the last three minutes of the second period.

40-Second Play Clock Clarification [3-6-1a(1)e EXCEPTIONS 2 and 3 (NEW)] — To eliminate a potential timing advantage gained by the defensive team, the rules committee approved the play clock being set to 40 seconds when an officials' time-out is taken for an injury to a defensive player or a defensive player has an equipment issue.

25-Second Play Clock Clarification [3-6-1a(1)f (NEW)] — Following a legal kick when either team is awarded a new series, the play clock will be set to 25 seconds.

Disconcerting Act Foul and Penalty Reclassified [7-1-9 (NEW), 7-1-9 PENALTY (NEW)] — Disconcerting acts or words by the defense has been reclassified from a unsportsmanlike foul to a disconcerting act foul, and the penalty changed from 15 yards to 5 yards.

Spiking the Ball to Conserve Time (7-5-2e EXCEPTION, TABLE 7-5-2e EXCEPTION, TABLE 7-5e EXCEPTION) — The exception to allow a player to conserve time by intentionally throwing the ball

forward to the ground immediately after receiving the snap, has been expanded to include any player positioned directly behind the center. This exception now includes snaps that are not hand-to-hand.

2020 EDITORIAL CHANGES

NOCSAE Warning Label, 1-3-1d and g, 1-3-1i (NEW), Table 1-7, 2-33-2, 2-41-9, 3-1-6 (NEW), 3-1-7 (NEW), Table 3-1, 3-4-8, 3-4-9 (NEW), 7-2-5a, 7-5-12, Table 7-5, 8-2-4, 9-5-1d, 9-9 PENALTY, 10-4-2 EXCEPTION, 10-5-1j, Penalty Summary, Official Signal 17 (NEW) and 23, Appendix H (NEW), Index

2020 POINTS OF EMPHASIS

1. Sportsmanship
2. Intentional Grounding
3. Ineligible Downfield and Line of Scrimmage Formation

Sportsmanship

When considering sportsmanship, many may first think only of the game participants (athletes and coaches) within the timeframe of the game. However, proper sportsmanship also includes the pregame warm-up period, postgame handshake activity, spectator behavior (both students and adults), parents of athletes, public-address announcements and announcers, and bands. All of the above constituents have a role in promoting good sportsmanship.

Players and coaches are the most visible in their displays of sportsmanship. Their behavior sets the tone for fans, game officials and others. As recognizable personalities, it is an expectation that coaches model good behavior. Players must represent their schools and communities as ambassadors of good sporting behavior beginning with pregame activities and concluding with end-of-game activities.

Game officials generally do not assume control until taking the field approximately 30 minutes prior to the scheduled kickoff. Therefore, coaching staffs and game administrators must be vigilant and responsible for ensuring proper sportsmanship during this time. Once the contest begins, school administrators are responsible for the proper conduct of all spectators. This may take the form of reading a sportsmanship public-address announcement prior to the contest and remaining vigilant for possible issues during the contest. Student bodies and spectators in general should be reminded that any behaviors conducted at the expense of the opponents is unacceptable and will be addressed accordingly.

Public-address announcers are responsible for delivering pertinent game-related information – not to be a play-by-play person or cheerleader. Taking liberties with biased and/or inflammatory announcements must not be tolerated. Their purpose is not to editorialize the quality of play or incite the home crowd in any way.

Working with the band/music director, the school administration must set proper guidelines and ensure compliance regarding when live or recorded music may be utilized.

Good sportsmanship does not occur on its own. Only with specific planning and coordination by all constituents is good sportsmanship achievable. Good sportsmanship is about respect. Good sports win with humility, lose with grace and do both with dignity.

Intentional Grounding

Due to the growing prevalence of televised football, one of the most misunderstood rules at the high school level is intentional grounding. Under NFHS rules, intentional grounding is a foul whenever a legal forward pass is thrown into an area not occupied by an eligible receiver, or when a pass is thrown to prevent a loss of yardage or to conserve time. The only exception to this rule is when the passer intentionally throws the ball forward to the ground immediately after receiving the snap.

Under NFHS rules, it is a foul if there was no eligible receiver in the area of the pass, regardless of the passer's position on the field. Across the country, we are seeing more high school quarterbacks throw the ball away to avoid a sack when outside the pocket, thinking this is legal based on what is seen on television. High school referees need to be aware of these situations and, with the help of the line judge and linesman, make the correct call under NFHS football rules. This is a foul that should be called after the game officials have gathered and discussed the play. When a foul does occur, the penalty flag needs to be thrown by the referee. The penalty is 5 yards from the spot of the foul and a loss of down.

Ineligible Downfield and Line of Scrimmage Formation

In order for the offensive team to have a legal scrimmage formation at the snap (assuming the numbering exception is not being used), at least five Team A players, numbered 50-79, must be on the line of scrimmage. Also, no more than four Team A players may be backs. Only one player may not be on the line but still penetrate the vertical plane through the waistline of his nearest teammate who is on the line. This player must be in position to receive a hand-to-hand snap, but does not have to actually receive it. By rule, he is the only player allowed to be positioned in "no man's land" at the snap. All other players not on the line must be clearly positioned as backs.

Some clarification was recently provided in identifying when an ineligible Team A player is illegally downfield on a pass play. By rule, ineligible Team A players may not advance beyond the expanded neutral zone on a legal forward pass before a legal forward pass that crosses the neutral zone is in flight. The neutral zone expands 2 yards behind the defensive line of scrimmage following the snap. The position of the ineligible Team A player at the moment of the legal pass is the only factor in determining if the player is illegally downfield. When identifying Team A players who are illegally downfield, it is important to make sure that the Team A player is clearly beyond the expanded neutral zone (2 yards) at the moment that the pass is in flight. Players can travel multiple yards in a quick period of time. These players can be legally within the expanded neutral zone when the pass is thrown but beyond as the pass moves downfield. If B touches the pass in or behind the neutral zone, this restriction is terminated.

- IV. Review and discuss the articles listed in the [Football Preseason Guide 2020](#) which was included in your football packet. (Please review the plays and rulings for each rule change area if they are provided).

- V. Answer and discuss all questions on the 2020 Officiating Mechanics Examination. We recommend that you complete it orally as a group. Please contact the office if you note any errors. The MOA expects all officials to "go by the book" – the NFHS Football Officials' Manual.

2020-2021 Football Mechanics 5-Game Official Exam

NOTE: In the exam situations, A—refers to the offensive Team and B—refers to their opponents the defensive team. K—refers to the kicking team and R—refers to the receiving team. A1, B1, K1 and R1 are players of these teams. If team possession changes during the down, each team retains its identity. In kicking situations, it is not during a try and no fair-catch signal has been given unless specified. Unless stated, acts occur while: the ball is inbounds; a forward pass is legal; any out-of-bounds is between the

goal lines. Line means scrimmage line. Reference to a foul is to a player foul which is not unsportsmanlike. There is no foul or change of possession, unless it is mentioned, and penalties are considered accepted for enforcement. The questions in this examination are to be answered on the basis of a five-game official crew of game officials (Referee, Umpire, Head Linesman, Line Judge, Back Judge) as outlined in the current NFHS Football Game Officials Manual, unless a four-game official crew is specifically designated.

- 1 The game official is not required to wear black football shoes, which may include some white accents, with black laces.
True
False
- 2 The penalty marker shall be used to mark the appropriate yard line by a game official where an infraction has occurred.
True
False
- 3 No game official shall use alcohol on the day of the contest or any form of tobacco product (e-cigarette or similar item) beginning with the arrival at the competition site until departure following the completion of the contest.
True
False
- 4 After a score or try, prior to the free kick, all game officials need to encourage both teams to take free-kick positions quickly.
True
False
- 5 After a score or try, prior to the free kick, the referee does not need to check with the line-to-gain crew for questions and positions.
True
False
- 6 The game officials retain clerical authority over the game through the completion of any reports, including those imposing disqualifications, that are responsive to actions occurring while the game officials had jurisdiction.
True
False
- 7 The line judge is the game official who will indicate the end of the fourth period.
True
False
- 8 The smooth conduct of the game is dependent upon how well the officiating crew on the field works with the clock operators and members of the line-to-gain crew.
True
False
- 9 If a team-personnel altercation is in a game official's area, he/she should attempt to stop initial confrontation.
True
False
- 10 Only the referee must consistently administer and enforce team-box and coaches' area restrictions.
True
False
- 11 The head linesman is the only game official who is to notify the opposing coach of a disqualification.
True
False

- 12 The line judge or head linesman should notify the coach on his/her side as to the reason for disqualification.
True
False
- 13 It is mandatory that any coach receiving two unsportsmanlike fouls carrying 15-yard penalties vacate the stadium area.
True
False
- 14 The game official - escorting the team with the second-half choice - obtains from that team's head coach its second-half choice and communicates same to the referee.
True
False
- 15 The back judge and umpire should bring an approved game ball from each team to the coin toss.
True
False
- 16 The back judge is to give a visible count of the last five seconds when on-field play clocks are not utilized.
True
False
- 17 At the conclusion of the coin-toss procedures and after the captains have been dismissed, all game officials move together for final instructions from the referee.
True
False
- 18 In the presence of the umpire, the referee shall instruct the visiting captain to give "heads" or "tails" choice before the coin toss.
True
False
- 19 The referee's use of a field microphone adds another dimension to communication – a positive dimension when used properly.
True
False
- 20 When using a field microphone, the referee may not announce the number of the player who committed the foul.
True
False
- 21 The head linesman should take care of the game ball after approval by the referee.
True
False
- 22 The umpire shall coordinate the inspection of playing field and pylons.
True
False
- 23 The referee notifies all other game officials when period-shortening procedures are in effect.
True
False
- 24 The clock operator(s) should report to the game officials at the stadium at least 30 minutes before the game time.
True
False
- 25 Game officials should arrive at the site of the game at least 45 minutes before the scheduled game time.
True

False

26 The head linesman should check the line-to-gain equipment and meet the crew before the game.

True

False

27 In the pregame conference, the back judge should review starting time and be sure an auxiliary stopwatch, which records accumulated time, is available.

True

False

28 The referee shall secure the name of the captain or team representative who will make decisions regarding penalty acceptance or declination.

True

False

29 Football game officials must have a football sense which supersedes the technical application of the rules so that the game goes smoothly.

True

False

30 The umpire shall furnish a clipping device for use in measuring first downs. Use of a second clip is recommended.

True

False

31 The penalty marker shall be a light gold flag (15 inches x 15 inches) with a middle pouch weighted with sand or beans, etc.

True

False

32 The game officials' appearance does not affect the attitude of coaches, players and fans.

True

False

33 Both arms crossed in front of the chest is the recommended crew communication signal for game officials to indicate 11 players in game when counting is complete.

True

False

34 All game officials need to establish and maintain the same tempo throughout the game.

True

False

35 While serving on the line-to-gain crew, the crew shall refrain from using items that would distract them from their responsibilities (i.e., electronic devices).

True

False

36 All game officials shall enter the field together at least 30 minutes before game time or at an earlier time if required by the state association.

True

False

37 The game official must draw distinction between contact necessary to make a legal block or tackle, and that which targets defenseless players.

True

False

38 The play clock operator should always run the 25-second play clock prior to an extra point try, prior to a kickoff and prior to the kick following a safety.

True

False

39 Use of any replay or television monitoring equipment in making any decision related to the game

is prohibited, unless used in compliance with Rule 1-3-7 NOTE as authorized in a state association postseason contest.

True
False

40 The umpire, on a kickoff, if a short kick is anticipated, should be positioned on R's free-kick line.

True
False

41 The umpire, on a kickoff, before the kick, holds arm above his/her head to indicate he/she is ready.

True
False

42 The umpire, on a kickoff, on a kick to his/her side, signals game clock to start when the kick is touched, only if the ball is even or upfield from the umpire.

True
False

43 Before the kick on the kickoff, the line judge should count R players.

True
False

44 The referee, on a kickoff, before the kick, should monitor bench area.

True
False

45 After the kick on the kickoff, the back judge is to observe legality of blocks and action away from ball.

True
False

46 Before the kick on the kickoff, the line judge should hold a bean bag to mark first touching by K.

True
False

47 The head linesman should move cautiously with play along the sideline on a kick to the opposite side of field on a kickoff.

True
False

48 The line judge, on a kickoff, should watch for any infractions involving K's free-kick line.

True
False

49 The line judge, on a kickoff, if a short kick is anticipated, should observe legality of blocks and action away from the ball.

True
False

50 After a kick on a kickoff, the line judge should be alert for first touching by K, and should mark spot with bean bag.

True
False

51 After a kick on a kickoff, the line judge should be in position to take over coverage of runner in his/her area on long return.

True
False

52 Before a kick on a kickoff, the back judge should take charge of the ball.

True
False

53 The back judge, on a kickoff, should count R players.

True
False

54 The back judge, on a kickoff, should be in position to take over coverage of the runner in his area on a long return.

True
False

55 Before the kick on the kickoff, if the ball falls or blows off the tee, the referee should sound whistle to prevent action.

True
False

56 Only the head linesman shall assist the referee with halftime intermission responsibilities.

True
False

57 All game officials should leave the field together between halves.

True
False

58 The referee should signal time to start game clock to time intermission.

True
False

59 The back judge should secure the game ball, hand it to the kicker, and instruct him/her to wait for referee's signal before he/she kicks.

True
False

60 The umpire determines which team has choice for second half.

True
False

61 All game officials should return to the field at least five minutes before the second half is to begin.

True
False

62 Between halves, all game officials should discuss the overtime procedure, if applicable.

True
False

63 Between periods, the umpire quickly takes the ball to a corresponding point on the other half of field and reverses directions.

True
False

64 Between periods, the line judge will check number of down and distance to gain.

True
False

65 If play is in progress and time expires for the period, the horn should be sounded.

True
False

66 On a scrimmage kick out of bounds in flight, the referee lines up the covering official at the spot where the ball crossed the sideline by using an outstretched arm.

True
False

67 During an injury time-out, the referee will summon appropriate health-care professional(s) and/or coaches onto the field.

True
False

68 During an injury time-out, the back judge makes sure summoned appropriate health-care

professional(s) and/or coaches are not on the field for coaching purposes.

- True
- False

69 The umpire will attempt to keep players a significant distance away from the seriously injured player(s) during an injury time-out.

- True
- False

70 When time expires and ball becomes dead at the end of the period, the referee will sound whistle and repeat time-out signal twice.

- True
- False

71 If the visible game clock is used and if time expires prior to the snap, the referee will sound his/her whistle to prevent snap, if possible.

- True
- False

72 When the visible game clock is not used, the line judge will notify the referee approximately four minutes before the end of the second and fourth periods.

- True
- False

73 If the ball is snapped immediately after time has expired at the end of the period, the back judge will sound his/her whistle loud and long.

- True
- False

74 During a time-out, the line judge will observe Team A until the referee is ready to start play.

- True
- False

75 All game officials, during a time-out, should confirm number of remaining time-outs.

- True
- False

76 The back judge, during a time-out, should time 60-second interval and notify referee at 45 seconds and again when 60-second interval expires.

- True
- False

77 During a time-out, the umpire should maintain position over ball.

- True
- False

78 The head linesman, during a time-out, should check number of time-outs remaining for each team.

- True
- False

79 During a time-out, the line judge will inform each team's huddle of down and time remaining in period.

- True
- False

80 When measuring for a first down, the back judge will place foot just behind yard line where clip is to be placed to align linesman so that chains are parallel to sidelines.

- True
- False

81 The referee, when measuring for a first down, will rotate the ball so the long axis is parallel to sideline.

- True

False

82 When measuring for a first down, the back judge will take the forward indicator from crew members at place of measurement.

True

False

83 The head linesman will mark foremost point of ball for down-marker operator on all first downs.

True

False

84 When measuring for a first down, the referee will spot the ball at the proper place when measurement is completed.

True

False

85 In administering penalties, the umpire will make note of enforcement spot for penalty.

True

False

86 Only the back judge, in administering penalties, will record unsportsmanlike penalties.

True

False

87 The umpire will assist in relaying foul information to appropriate sideline.

True

False

88 The line judge should be ready to have line-to-gain equipment moved after penalty administration.

True

False

89 When there is a double foul, the referee will signal each foul, facing the press box.

True

False

90 After a safety, try or field goal, the back judge will begin timing one-minute interval after the head linesman signals score or no score.

True

False

91 All game officials should hustle up sidelines to free-kick position and then fill out game cards after a safety, try or field goal.

True

False

92 The referee, on a running play, should move behind play toward side of field to which play advances to cover runner if he/she is downed near line.

True

False

93 On a running play, the umpire should check for disconcerting signals by B.

True

False

94 The back judge, on a running play, should assist with relay of ball in side zone from wing official to referee.

True

False

95 In an unbalanced formation, the strength of the formation is determined by the number of eligible receivers outside of the offensive tackles.

True

False

- 96 If motion occurs, the strength of the formation is not determined until the snap.
True
False
- 97 The head linesman and umpire should be ready to adjust coverage if potential passer decides to run.
True
False
- 98 The line-to-gain indicator shall be set to establish a 10-yard neutral zone before a field-goal attempt by free kick, after fair catch or awarded fair catch.
True
False
- 99 When the offensive formation shows trips to one side (three receivers), the back judge has the two outside receivers.
True
False
- 100 The umpire should verbally alert defenders when passer has released the ball.
True
False

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR
BY DECEMBER 1, 2020**

**MONTANA OFFICIALS' ASSOCIATION
FOOTBALL STUDY CLUBS
LESSON #2
2020-21**

NAME _____

CLUB _____ DATE _____

The MOA Regional Directors have discontinued the required mechanics clinics (train the trainer) that have been held at the MCA convention in Great Falls. The reason for the discontinuation is that the intensive training shared with pool leaders and representatives over the past several years has now become repetitive except for the few new mechanics changes every other year.

A different mechanics training requirement (hopefully an online offering) is being explored for future years.

The MOA will still designate study club #2 to be centered on mechanics training for football. The MOA Office still has all of the resources from the ["Train the Trainer" clinics](#) during previous [summers held in conjunction with the Montana Coaches Association \(MCA\) Clinic in Great Falls](#). We expect pools to use these resources to continue their training and if pools need information or material from these clinics for these study clubs, please contact the MHSOA office.

The Game Officials Manual Committee added and/or updated the following items for 2020-2021:

- 1. Added new NFHS General Instructions for Football Game and Play Clock Operators.**
- 2. Changed NFHS Official Signal 23 to Disconcerting Act in the signal chart.**
- 3. Updated the Pregame Conference Responsibilities for the Crew.**
- 4. Game officials' uniforms updated.**
- 5. Strongly recommend that Line-to-Gain Crews be adults.**
- 6. The referee should have the ball marked ready for play in three to five seconds following the placement of the ball.**
- 7. In five-person officiating crews, the line judge will now time the game if a visible game clock is not available.**

1 - NEW NFHS Official Signal for Reset Play Clock (Signal 17) was added to the signal chart



Reset play clock to 25 seconds
(Use both hands to have play clock reset to 40 seconds.)

2020 is a print year for the NFHS Football Game Officials Manual.

2020-2021 Game Officials Manual Points of Emphasis (See pages 91-93 of the 2020-2021 NFHS Football Game Officials Manual):

- 1. Clock Management Communication**
- 2. Respectful Communication Between Coaches and Game Officials**
- 3. Preventing Inequities Due to Illegal Substitution and/or Illegal Formation**
- 4. Responsibility for Minimizing Risk in the Game**

2020-2021 NFHS FOOTBALL GAME OFFICIALS MANUAL POINTS OF EMPHASIS - Review and Discuss:

Clock Management Communication

Accurate and effective communication during the game is critically important for the game officials, coaches, players and the press box personnel. Recent NFHS football rules change(s) that impact clock management issues call for careful consideration of the necessary changes for game officials to correctly communicate important information throughout the contest – especially during critical game situations when the clock issues are very important. Game officials must utilize sound and effective mechanics throughout the entire game to ensure that they are adequately prepared when the game situations call for critical decisions to be made by the coaches and players.

One very important change that is a result of the new 40-, 25-second play clock is that the covering official(s) must utilize a physical signal that is clearly visible at the end of every down. The most common signals that are necessary when the ball becomes dead include Signal No. 7 (dead ball with one arm straight up) or Signal No. 3 (stops the game clock) or Signal No. 10 (incomplete forward pass). A down that involves a score would involve another appropriate signal as well. Please note that the result of any down only calls for one signal to be used. Coaches, players, clock operators and the other game officials depend on this important information to make critical decisions that sometimes must be made very quickly. A game officials crew that has developed effective and consistent habits to clearly communicate this important information throughout the contest is thoroughly prepared when critical game situations call for quick decisions. Effective clock management becomes a shared crew responsibility when each member of the crew learns the correct signals and is prepared to utilize them in an accurate and consistent manner.

Game official crews that are assigned to work a game where visible play clocks are not available on occasion or all of the time are likely to be familiar with the local association/ state mechanic that is recommended for use when the play clock has reached the 10-second mark and then the 5-second mark. It is the recommendation of the NFHS Football Game Officials Manual Committee that a clearly visible physical signal must occur when the play clock reaches 10 seconds and that an additional signal is necessary at the 5- second mark to count down the final seconds prior to the possibility of a delay of game foul. The game 2 official who is responsible for this signal might choose to visit with both quarterbacks prior to the game to allow them to clarify any questions or information they may have concerning this mechanic.

Respectful Communication Between Coaches and Game Officials

If the primary mission of high school football was to win state championships then, by design, 99 percent of all teams would never fulfill the goal. If winning games was the primary goal then, for sure, 50 percent of teams would never be fulfilling the goal. All NFHS sports rules books include a "Mission Statement" (Appendix A in the NFHS Football Rules Book) that clearly states the primary goals as promoting "leadership, respect, integrity and sportsmanship."

To that end, coaches and game officials should always be communicating with each other in a manner that models such behaviors for the student-athletes. Guidelines to model such communication is always included as Appendix F (for Coaches) and Appendix G (for Officials) in the NFHS Football Rules Book.

NFHS Football Rule 9-8-1 states that it is unsportsmanlike conduct and thereby clearly illegal for any non-player (coach) to “attempt to influence a decision by a game official” such as screaming for holding by a defensive coach over and over, or consistently asking for a pass interference call by an offensive coach.

The rule further defines that it is unsportsmanlike conduct to “indicate an objection to a game official’s decision.” While it is likely not appropriate to be calling such a foul unless it is an extreme case, game officials and coaches need to keep in mind that young student-athletes are watching their every move. If a coach disagrees with a decision, he or she should be requesting a “conference time-out” and respectfully presenting his or her case. Note that this procedure calls for both coach and game officials to discuss any disagreement specifically “in front of the team bench” (as a learning opportunity for players to see how adults respectfully speak with other adults) as opposed to some secret screaming session in the middle of the field. If they are not sure enough about their position to risk a time-out, then they need to abide by NFHS Football Rule 9-8-1.

Preventing Inequities Due to Illegal Substitution and/or Illegal Formation

After the ready-for-play, each A player who participated in the previous down and each A substitute must have been, momentarily, between the 9-yard marks before the snap. (Rule 7-2-1)

With the newly revised definition for the “ready-for-play,” a “wide out” type substitute can gain the advantage of being unnoticed and uncovered or even in illegal position if game officials do not consistently recognize whether or not the players are all abiding by this NFHS football rule.

The ready-for-play may be a signal given by the referee. However, with the new rule it may also be initiated by the umpire placing the ball on the ground and moving into position. It only takes one instance for a receiver to go uncovered for A to gain the advantage of a long reception or even a score. Game officials need to be especially conscious of the position of outside substitutes when either type ready for play occurs. Wing officials should be especially alert for substitution issues.

Responsibility for Minimizing Risk in the Game

It is so very important to understand that the school administrators, coaches, players and non-players, and game officials are equally responsible for minimizing the risk in the game of football! It is quite clear that there have been many NFHS football rules changes recently that directly address risk minimization of the participants. The purpose of this Point of Emphasis is to encourage all game officials to carefully study these NFHS rules of the game for football and prepare themselves to make appropriate decisions throughout the game that address this area of concern. It is very important to always remember that a decision to not throw a flag for a risk minimization-related foul sends a very clear message that the game official approves of the action by the player(s) and is likely to see the same foul repeated. Game officials should take the time to carefully study the items listed below and prepare to react appropriately in each and every game. **Every game official must take responsibility for minimizing the risk of all participants in high school football.**

NFHS Football Rule 9 clearly addresses the conduct of all participants, and Sections 3 and 4 specifically deal with physical contact between players that may result in these risk concerns. Let’s look at several specific examples. Please note that this list is not all-inclusive:

Targeting is defined as “an act by any player who takes aim and initiates contact against an opponent above the shoulders with the helmet, forearm, hand, fist, elbow or shoulder (s).” Any player who is in complete control of himself (not fighting off a block) must be held to a very high standard when making this contact against an opponent. We simply cannot miss or pass on this type of foul in an effort to protect both players. Remember that a targeting foul does not result in automatic disqualification, but that certainly can be a consideration.

Blindside Block is defined as “a block against an opponent other than the runner, who is not able to see the blocker approaching.” This action that includes forceful contact clearly results in a foul unless the block outside of the free-blocking zone is initiated with open hands (open palms to the opponent).

Tripping is defined as “the intentional use of the lower leg or foot to obstruct an opponent below the knee.” It must be noted here that a player may not trip any opponent (includes the runner). It is also important to note here that an injury to both players is certainly possible.

Defenseless Player is defined as “a player who, because of his physical position and focus of concentration, is especially vulnerable to injury.” It must be noted here that physical contact against a defenseless player may very well be perfectly legal, but any player must take extreme care to make certain that the contact is legal by rule to avoid a foul. Game officials must carefully observe any defenseless player to determine that the contact by an opponent is legal. It is also necessary to note here that unnecessary or excessive contact may very well occur.

Illegal Helmet Contact is defined as “an act of initiating contact with the helmet against any opponent.” It is important to note here that a helmet is to be used for protection and not to be used as a weapon.

Spearing is “an act by any player who initiates contact against an opponent at the shoulders or below with the crown (top portion) of his helmet,” and is likely to be the most common example of illegal helmet contact.

Roughing an opponent may include action against a passer, a kicker, a holder or a snapper. Each of these players are certainly in a vulnerable position at a critical moment and clearly must be protected.

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR
BY DECEMBER 1, 2020**

**MONTANA OFFICIALS' ASSOCIATION
FOOTBALL STUDY CLUBS
LESSON #3
2020-21**

NAME _____

CLUB _____ DATE _____

I. Recommendations for Study Club #3

- A. That the NFHS Football Examination Part I be taken by the pool at home or in a manner appropriate to the pool. If taken at home we suggest answers be discussed orally as a group at the next meeting.
- II. Discuss any problems, clarifications, concerns, or ideas that occurred while administering the major rule changes from last year.
- III. Review and discuss all of the following new NFHS rule changes for last year:

2019 FOOTBALL RULES CHANGES

1-3-7 NOTE (NEW), TABLE 1-7 – 1-3-7 NOTE (NEW): By state association adoption, instant replay may only be used during state postseason contests to review decisions by the on-field game officials. This adoption would allow state associations to develop protocols for use of video replay. Montana will **not** use this option.

1-5-1c, 1-5-1c(6) (NEW): The purpose of numbers on jerseys is to provide clear identification of players. In order to enhance the ability to easily identify players, the committee has clarified the size requirements for jersey numbers through the 2023 season. The committee also added a new requirement that, effective in the 2024 season, jersey numbers must be a single solid color that clearly contrasts with the body color of the jersey.

2-14-1, 7-2-5a: A legal scrimmage formation now requires at least five offensive players on their line of scrimmage with no more than four backs. This change will make it easier to identify legal and illegal offensive formations.

2-45, 9-4-3o (NEW), 9-4-3o PENALTY (NEW): In an effort to decrease risk, tripping the runner is now prohibited. It is now a foul to intentionally use the lower leg or foot to obstruct a runner below the knees.

2-35-1, 3-6-1, 3-6-2a, 7-2-1: To have a more consistent time period between downs, the rules committee approved situations where 40 seconds will be placed on the play clock. The new rule defines when 40 seconds will be placed on the play clock and when 25 seconds will be placed on the play clock.

9-4-3k: Grabbing the name plate area of the jersey of the runner, directly below the back collar, and pulling the runner to the ground is now an illegal personal contact foul.

9-7 PENALTY: The penalty for illegally kicking or batting the ball was reduced from 15 yards to 10 yards.

2019 EDITORIAL CHANGES

2-6-2b, 5-2-2, 5-2-4, 6-5-4, 7-2-5a, 8-5-2 EXCEPTION, 9-3-8 PENALTY, 10-4-2c EXCEPTION, 10-5-1j,

2019 POINTS OF EMPHASIS

1. Proper Procedures for Weather Delays
 2. Free-Blocking Zone and Legal Blocking
- VI. Review and discuss the articles listed in the Football Preseason Guide 2020 which was included in your football packet. (Please review the plays and rulings for each rule change area if they are provided).
- VII. Answer and discuss all questions on the 2020 Officiating Mechanics Examination. We recommend that you complete it orally as a group. Please contact the office if you note any errors. The MOA expects all officials to “go by the book” – the NFHS Football Officials’ Manual.
- IV. Answer and discuss all questions on the 2020 NFHS Football Exam Part I. We recommend that you complete it orally as a group.



2020 NFHS Football Exam - Part I

NOTE: In the exam situations, A—refers to the offensive team and B—refers to their opponents the defensive team. K—refers to the kicking team and R—refers to the receiving team. A1, B1, K1 and R1 are players of these teams. If team possession changes during the down, each team retains its identity. In kicking situations, it is not during a try and no fair-catch signal has been given unless specified. Unless stated, acts occur while: the ball is inbounds; a forward pass is legal; any out-of-bounds is between the goal lines. Line means scrimmage line. Reference to a foul is to a player foul which is not unsportsmanlike. There is no foul or change of possession, unless it is mentioned, and penalties are considered accepted for enforcement.

1. At the snap, at least five A players shall be on their line of scrimmage and no more than five A players may be backs.
A. True
B. False
2. The penalty for illegal kicking or batting is 5 yards.
A. True
B. False
3. Ready-for-play signifies that the ball may be put in play by a snap or a free kick with 25 seconds or 40 seconds on the play clock.
A. True
B. False
4. The penalty for a player who is not properly equipped is to remove that player for at least one down.
A. True
B. False

5. The passer continues to be a defenseless player until the legal forward pass ends or the passer moves to participate in the play.
A. True
B. False
6. The signal for free kick infractions, other than encroachment of the neutral zone is Signal 18.
A. True
B. False
7. At the option of the offended team, the basic spot may be the succeeding spot for fouls by K during a legal free or scrimmage-kick down (other than kick-catch interference) prior to the end of the kick when K will not be next to put the ball in play.
A. True
B. False
8. The ball becomes dead and the down is ended when a prosthetic limb comes completely off the runner.
A. True
B. False
9. No player or nonplayer shall trip an opponent.
A. True
B. False
10. Effective with the 2024 season, the entire body of the number shall be a single solid color that clearly contrasts with the body color of the jersey.
A. True
B. False
11. The horse-collar foul is enforced as a live-ball foul.
A. True
B. False
12. By state association adoption, use of instant replay is allowed only for postseason contests.
A. True
B. False
13. During a kick, an offensive player may use his hands or arms to ward off an opponent who is attempting to block him.
A. True
B. False
14. It is legal for a player positioned directly behind the snapper to conserve time by intentionally throwing the ball forward to the ground immediately after receiving the snap that has neither been muffed nor touched the ground.
A. True
B. False

15. Game officials may use supplementary equipment to aid in game administration as authorized by the state association.

- A. True
- B. False

16. An artificial arm may not be worn by any player.

- A. True
- B. False

17. Decorative markings in the end zone may be within a foot of the goal line.

- A. True
- B. False

18. When R1 gains possession of a free kick, blocking below the waist by teammates is legal.

- A. True
- B. False

19. It is recommended that the restraining line be marked by placing 12-inch-long lines, separated at 24-inch intervals.

- A. True
- B. False

20. A down ends when the live ball becomes dead.

- A. True
- B. False

21. Each head coach shall designate a representative who will make decisions regarding penalty acceptance or declination.

- A. True
- B. False

22. A tinted eye shield is illegal.

- A. True
- B. False

23. A disconcerting act foul is a 10-yard penalty.

- A. True
- B. False

24. The play clock is set to 25 seconds when an official's time-out is taken for an injury to a defensive player or a defensive player has an equipment issue.

- A. True
- B. False

25. When weather conditions are construed to be hazardous to life or limb of the participants, the crew of game officials is authorized to delay or suspend the game.

- A. True
- B. False

26. The head coach of each team is not responsible for his team being on the field for the mandatory three-minute warm-up period after halftime intermission.

- A. True
- B. False

27. If there is a double foul during the last timed down of a period, the period is automatically extended.

- A. True
- B. False

28. Any receiver may signal for a fair catch while any legal kick is in flight.

- A. True
- B. False

29. The succeeding spot is where the ball was last snapped or free kicked.

- A. True
- B. False

30. A signal given by R1 in or behind the neutral zone during a scrimmage kick is an illegal fair-catch signal.

- A. True
- B. False

31. If R1 signals for a fair catch, he may not block until the kick ends.

- A. True
- B. False

32. Following a legal kick when either team is awarded a new series, the play clock will be set to 25 seconds.

- A. True
- B. False

33. The referee shall have the authority to correct obvious errors in timing by the play clock if the discovery is prior to the snap.

- A. True
- B. False

34. If the game is interrupted due to the weather during the last three minutes of the second period, and the delay is at least 30 minutes, the opposing coaches can mutually agree to shorten halftime intermission, provided there is at least a one-minute intermission (not including the three-minute warm-up period).

- A. True
- B. False

35. If R1 touches K1's field-goal attempt in R's end zone in flight and the ball caroms between the uprights and above the crossbar, the attempt is good.

- A. True

B. False

36. A passer continues to be a passer until the legal forward pass ends or until he moves to participate in the play.

A. True

B. False

37. If the ball is beyond the neutral zone when it leaves the passer's hand on a forward pass, it is an illegal forward pass.

A. True

B. False

38. If an illegal forward pass strikes the ground, the ball remains live.

A. True

B. False

39. A forward underhand pitch behind the neutral zone from A1 to A2 is an incomplete pass if not caught.

A. True

B. False

40. A disqualified player shall be removed even if the penalty for the foul is declined.

A. True

B. False

41. If a player refuses to comply with a game official's directive, the player will be disqualified.

A. True

B. False

42. An offensive player cannot commit a spearing foul.

A. True

B. False

43. Initiating contact with an opposing player whose helmet has come completely off is ruled an illegal personal contact foul.

A. True

B. False

44. No foul causes a live ball to become dead.

A. True

B. False

45. It is legal to grasp the opponent's chin strap.

A. True

B. False

46. If a pool of water forces the referee to move the ball for K1's kick, the free-kick lines may be less than 10 yards apart.

- A. True
- B. False

47. A field goal may be scored by a kickoff.

- A. True
- B. False

48. After the ball is marked ready-for-play, and until the ball is kicked, K must have at least two K players on each side of the kicker.

- A. True
- B. False

49. The kickers may not advance a recovered free kick.

- A. True
- B. False

50. A kick ends as soon as R1 touches the kick.

- A. True
- B. False

51. A handed ball beyond the neutral zone is considered to be a pass.

- A. True
- B. False

52. A foul that occurs simultaneously with the snap is an exception to the all-but-one enforcement principle.

- A. True
- B. False

53. If a player is blocked out of bounds by an opponent and returns inbounds, at the first opportunity he/she may legally participate.

- A. True
- B. False

54. An inadvertent whistle does not end the down.

- A. True
- B. False

55. It is illegal participation for a player whose helmet comes completely off during a down to continue to participate beyond the immediate action in which the player is engaged.

- A. True
- B. False

56. All fouls by A during the down are enforced from the basic spot.

- A. True
- B. False

57. Fouls that occur after an inadvertent whistle can only be dead-ball fouls.

- A. True
- B. False

58. A foul during a try is not paired with a dead-ball foul to create a double or multiple foul.

- A. True
- B. False

59. A period shall not be extended when a foul occurs that specifies a loss of down and the penalty is accepted.

- A. True
- B. False

60. All nonplayer fouls are enforced from the succeeding spot.

- A. True
- B. False

61. Forward pass interference can occur behind, in or beyond the neutral zone.

- A. True
- B. False

62. While it is possible to have several running plays during a down, with each one having its own basic spot of penalty enforcement (where the related run ended), there can only be one loose-ball play during a down.

- A. True
- B. False

63. If a substitute or replaced player influences the play, it is illegal participation.

- A. True
- B. False

64. A player's towel may have a ball-drying product applied to it that will affect the football.

- A. True
- B. False

65. If during a down in which time expires, K1 holds during a successful field-goal attempt, the period is automatically ended and the score is canceled.

- A. True
- B. False

66. The kicking tee may not elevate the ball more than 2 inches above the ground.

- A. True
- B. False

67. A shift which is designed to cause Team B to encroach is a false start.

- A. True
- B. False

68. An unofficial auxiliary down indicator is required field equipment for a game.

- A. True
- B. False

69. The goal-line pylons may be any color as long as they are the same color.

- A. True
- B. False

70. The ball shall have the NFHS Authenticating Mark.

- A. True
- B. False

71. If B1 intercepts A's forward pass in B's end zone, it is a safety if he is tackled there.

- A. True
- B. False

72. It is a touchback when A1 fumbles on B's 2-yard line and the ball goes into B's end zone and out-of-bounds there.

- A. True
- B. False

73. The team whose goal line is involved shall put the ball in play anywhere between the hash marks on its 20-yard line by a snap after a touchback and by a free kick after a safety.

- A. True
- B. False

74. If A1 is in his own end zone when he intentionally grounds a forward pass, it is a safety even if B declines the penalty.

- A. True
- B. False

75. A foul can cause the loss of the ball.

- A. True
- B. False

76. If the helmet of the tackler comes off in making contact with the runner, the ball becomes dead immediately.

- A. True
- B. False

77. Any player who exhibits signs, symptoms or behaviors consistent with a concussion shall be immediately removed from the game and shall not return to play until cleared by the head coach.

- A. True
- B. False

78. A television time-out is not charged to either team.

- A. True

B. False

79. On a free kick to start a period, the game clock will start when the ball is touched other than first touching by K.

A. True

B. False

80. A state association may establish guidelines to use a running game clock when a point differential is reached.

A. True

B. False

81. Jerseys shall be long enough to reach the top of the pants.

A. True

B. False

82. There is a two-minute intermission following a try, successful field goal or safety and prior to a free kick.

A. True

B. False

83. During a down, if time expires for a period and a signal is sounded, the game officials shall ignore the signal.

A. True

B. False

84. It is a touchback if A1 fumbles on B's 5-yard line and B1's muff forces the loose ball into B's end zone and out of bounds beyond the end line.

A. True

B. False

85. Players of the same team shall not participate during the same down while wearing identical numbers.

A. True

B. False

86. During a field-goal attempt, the ball becomes dead if the kick is blocked behind the neutral zone.

A. True

B. False

87. Possession of a live ball in the opponent's end zone is always a touchdown.

A. True

B. False

88. A forward-pass interference foul can occur only beyond the neutral zone.

A. True

B. False

89. It is not a touchdown when a loose ball is caught or recovered by a player while the ball is on or behind his opponent's goal line.

- A. True
- B. False

90. Whether the next down will be first down is determined at the time the ball becomes dead and after considering any act, except a nonplayer foul or unsportsmanlike foul, which occurred during the down.

- A. True
- B. False

91. The penalty for blocking after giving a valid or invalid fair-catch signal is 15 yards.

- A. True
- B. False

92. A block against an opponent, other than the runner, who does not see the blocker approaching is a chop block.

- A. True
- B. False

93. After a team has used its permissible charged time-outs for the half, any subsequent request shall be denied unless it is for the review of a possible misapplication or misinterpretation of a rule.

- A. True
- B. False

94. The ball may not contain the school name, logo and/or mascot.

- A. True
- B. False

95. Pass interference restrictions on a legal forward pass begin for B with the snap.

- A. True
- B. False

96. K's free-kick line after a safety is the 30-yard line.

- A. True
- B. False

97. The penalty for a forward pass, batted, muffed or caught by an ineligible A player who is behind, in or beyond the neutral zone is loss of 5 yards and loss of down.

- A. True
- B. False

98. A defensive player shall not contact an eligible receiver who is no longer a potential blocker.

- A. True
- B. False

99. The enforcement spot for any foul by the defense is the previous spot when the run ends in the end zone and would result in a safety.

- A. True
- B. False

100. No player or nonplayer shall hurdle an opponent.

- A. True
- B. False

OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR
BY DECEMBER 1, 2020.

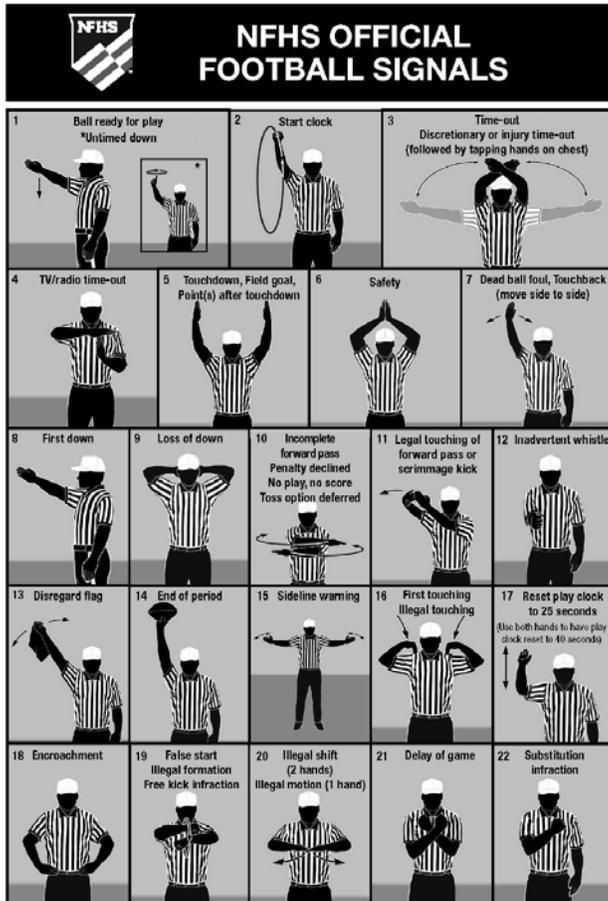
**MONTANA OFFICIALS' ASSOCIATION
FOOTBALL STUDY CLUBS
LESSON #4
2020-21**

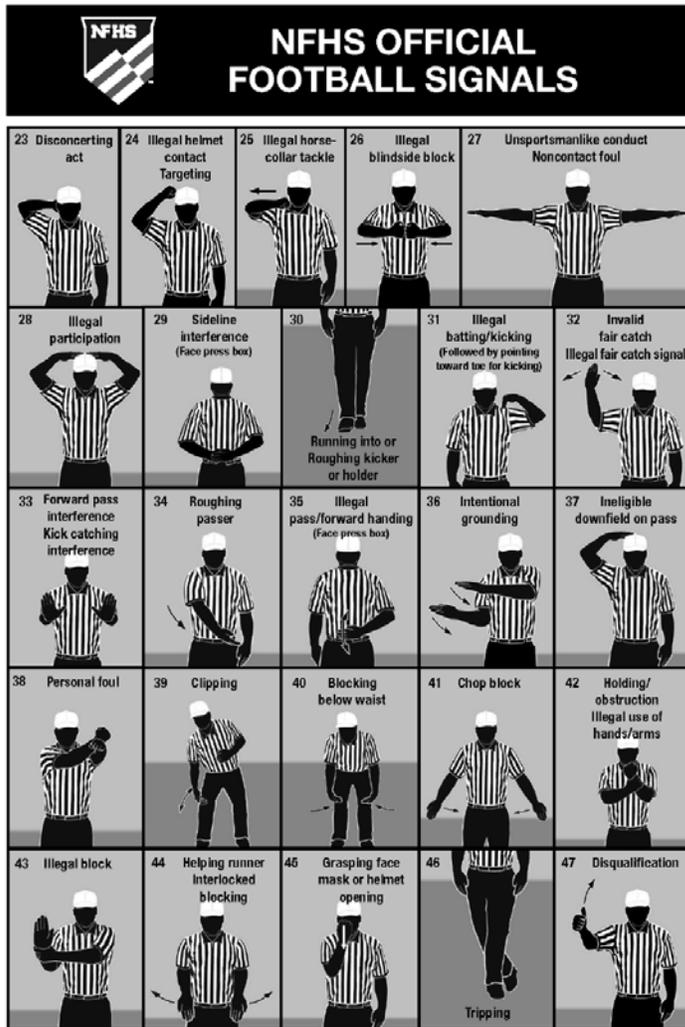
NAME _____

CLUB _____ DATE _____

- I. Preseason Guide 2020 – Please review these great articles:
- a. Beware of “Rolling Starts” – Page 12
 - b. Rare Rulings Well Done - Page 12
 - c. Review of Pass Interference Penalty Enforcement – Page 13
 - d. Team B Fouls on a Touchdown – Page 13
 - e. You can keep a good kick down – Page 14
 - f. 15 Intentional Acts Deserve your Consideration – Page 14
 - g. The Rule Works Both Ways – Page 15
 - h. True Blue Crew Will Pull Through with No Miscue – Page 16

II. Review and discuss the NFHS Signal Chart:





III. Discuss the following topics about coaches which were in a recent publication in regard to “DEALING WITH HEAD COACHES”:

Dealing with Head Coaches

1. Make eye contact. A coach wants to be assured that he has your attention. Don't act distracted.
2. Never call coaches by their first names. They'll feel most comfortable, particularly in front of their players, simply by being called “coach.” If you know their last name, it is all right to say mister.
3. Show respect to get respect. That means using formal language, keeping communication brief, adopting a neutral tone and avoiding any personal remarks. Stick to the issue at hand in a straight forward way.
4. Ask them to deal with problem players. Be sure to identify the problem in explicit terms, without making the player to be an evil person. Sometimes that is hard to do, but can be accomplished with a careful choice of language.
5. Remain calm under all circumstances. If a coach moves toward you to “get in your face”, pivot sideways so that you are shoulder-to-shoulder. It is hard for someone to speak in an aggressive, confrontational way when the proximity between parties is side-by-side.
6. Let coaches have their say. When a coach approaches to protest or argue, adopt an instant “listening mode” and let the aggrieved individual finish his remarks. Do not interrupt.

7. Use non-confrontational body language. To be aware of body posture, facial expression, head tilt and arm position, one must say, "I am going to appear receptive and contemplative. I can think best and measure my words that way. I am determined to not escalate the problem."
8. If you make a mistake, admit it. A simple apology is sufficient; do not elaborate or rationalize (i.e., make excuses).
9. When coaches raise their voice, lower yours. A soft voice has a way of triggering a reciprocal soft reply.
10. Get both coaches together. Sometimes there is a need to reach a uniform agreement in a joint consultation. Weather problems in an outdoor situation are examples. Other issues could include clock problems or difficulties with game equipment.
11. Support fellow officials. Never betray partners by showing that you doubt their judgment. Instead indicate faith in someone else's decision by saying the partner had a better view of a more favorable angle than the responding official or protester.
12. Acknowledge the coach: "I hear what you're saying." "I understand" or "I see what you mean" are equally effective. If the next sensible step is to confer with a partner over a controversy, make that next move firmly.
13. Give praises when proper; promote sportsmanship. When a coach makes a gesture of consideration for the opponents or toward the officials, be sure to acknowledge it. Sometimes a smile and a nod of the head are enough.
14. Determine from where the coach is coming. Put yourself in their shoes just as you would in trying to understand a player's viewpoint. That means having some insight about a coach's motivation and overall goal. Sometimes how the coach will be viewed in the eyes of players and team supporters is the primary stimulus for behavior.
15. Keep your ego under control. Often a mere glance will carry a significant message, whether it's negative or positive, whether it is meant to curtail dialogue or to encourage it. A quizzical expression can signal a desire for additional input, whereas a frown may denote closure.
16. Give the coach the benefit of the doubt, but be sure there is doubt. If you are uncertain about the accuracy of a ruling, make a decision and tell the coach what you believe is correct. Avoid being too adamant about a rule interpretation. Someone has defined the word positive as "being wrong at the top of your voice."
17. Permit the coach to disengage. Recognize (through facial expression, body language, and terminating vocal patterns) when it is time to cease a dialogue. Nothing is gained by insisting on the last word.
18. Don't use your hands when talking to a coach. Your gestures will reveal more than you'll want to convey.

Remember that a coach's job depends on many factors and doing your best is one of them. He prepares hard for many hours, so you should work hard in being consistent and fair. Help the coach to be a better coach by allowing him to coach and not be overly concerned with officiating. Listen to him, answer his questions honestly, and provide him the respect that he deserves, within the spirit and intent of the rules, and you will reduce his anxieties about the one aspect of the game that he cannot control and should not be focused on—officiating. Refereeing a game is not brain surgery, but managing people in a highly emotional environment takes constant awareness and skills. The most successful officials have these skills. Practice the above skills and take the time use them every game when an opportunity arises. You'll be surprised at the results.

IV - Review the following quiz from Referee Magazine - Copyright © 2020 by Referee Enterprises, Inc. All rights reserved. Copy these quizzes for handout but not for resale or publication.

- 1 K1's free kick is muffed by R2 at team R's 35 yard line. K3 attempts to recover the loose ball but muffs it so it goes out of bounds at team R's 30 yard line.
- a) That's a foul for a free kick out of bounds. Team R may choose enforcement of a five-yard penalty and a re-kick, enforcement of a five-yard penalty from the spot the ball went out of bounds or may put the ball in play at its own 35 yard line.
 - b) That's not a foul. Team R begins a new series at its own 30 yard line.

- 2 Which of the following must occur in order for post scrimmage kick penalty enforcement to apply?
- The foul must occur any time between the time the ball is kicked and the down ends.
 - The kick can be a punt, field goal or kick try.
 - Team K must have possession of the ball when the down ends.
 - The kick must cross the expanded neutral zone.
- 3 Team A is granted a charged team timeout. After 20 seconds of the timeout have expired both teams are ready to resume play.
- The game may resume.
 - Because team A called the timeout, the game resumes whether team B is ready or not.
 - The game cannot resume until the full amount of the timeout has expired.
- 4 A1 is in shotgun formation. The snap bounces off A1's chest. A1 recovers the errant snap, then throws the ball forward to the ground.
- No problem.
 - Illegal forward pass only if A1 was trying to conserve time.
 - Illegal forward pass under any circumstance.
- 5 A1 runs for a touchdown. After the ball is dead, B3 slugs A2.
- If team A accepts the penalty, it must be enforced on the try.
 - If team A accepts the penalty, it must be enforced on the succeeding kickoff.
 - If team A accepts the penalty, it may be enforced on the try or the succeeding kickoff.
 - Team A must decline the penalty to keep the touchdown.
- 6 Team K is in scrimmage-kick formation on third and three at team R's 30 yardline. K1's drop kick goes off the side of his foot and out of bounds at team R's 10 yardline.
- Team R will get the ball first and 10 at its own 10 yardline.
 - Team R will get the ball first and 10 at its own 30 yardline.
 - It will be fourth and three for team K from team R's 30 yardline.
- 7 Team K's ball fourth and 10 at its own 20 yardline. K1's punt is blocked and rolls to team K's 23 yardline. R2 muffs the ball, which rolls to team K's 17 yardline. K3 picks up the ball and punts it again. The ball goes out of bounds at team K's 45 yardline.
- The ball is dead when K3 recovers it.
 - The ball is dead when K3 kicks it.
 - It will be team R's ball first and 10 at team K's 45 yardline.
 - It will be team K's ball first and 10 at its own 17 yardline.
- 8 Third and 10 from team K's 20 yardline. K1's punt is blocked. The ball remains behind the line and is recovered by K2 at his own 18 yardline. Which of the following scenarios is correct?
- The game clock should continue to run. The play clock should be set to 40.
 - The game clock should continue to run. The play clock should be set to 25.
 - The game clock should be stopped. The play clock should be set to 40.
 - The game clock should be stopped. The play clock should be set to 25.
- 9 K1's free kick is airborne but completely over out-of-bounds ground when it is touched first by R2, who is straddling the sideline at team R's 37 yard line. As a result:
- It will be team R's ball at team R's 37 yard line.
 - Team K is flagged for kicking the ball out of bounds.

- 10 Which of the following statements is true regarding a passer?
- a. A passer is a player who throws a legal forward pass.
 - b. Only the player who receives the snap may be a passer.
 - c. A passer is a player who throws a forward or backward pass.
 - d. A passer is a player who throws any forward pass.
 - e. Any player may legally throw a forward pass.

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BY DECEMBER 1, 2020**

**MONTANA OFFICIALS' ASSOCIATION
FOOTBALL STUDY CLUBS
LESSON #5
2020-21**

NAME _____

CLUB _____ DATE _____

Recommendations for Study Club #5

Discussion Items:

1. Discuss the new NFHS Rule regarding shortening of Halftimes. Discuss your protocol in regard to making decisions regarding all weather situations (Lightning, Smoke, etc.)
2. Discuss the NFHS Point of Emphasis – Ineligible downfield and the line of scrimmage. Discuss the expanded neutral zone and responsibilities within your crew on proper coverage and teaching points.
3. Discuss the process of disqualifying or ejecting a coach. Who must be notified of this ejection within 48 hours?
4. Discuss the guidelines for “when in question” principles would be applied.
5. Review how one should carry the whistle as well as the process for sounding the whistle. What 2-3 situations would necessitate a different sounding of the whistle? Discuss the process when an inadvertent whistle occurs.
6. Review the following quiz from Referee Magazine - Copyright © 2020 by Referee Enterprises, Inc. All rights reserved.

11 First and 10 from team A's 20 yard line. A1's legal forward pass hits the umpire at team A's 25 yard line and bounces back toward the line of scrimmage. It is caught at team A's 18 yard line by ineligible A2.

- a. No problem.
- b. A2 is guilty of illegal touching.
- c. A2 is guilty of pass interference.

12 Fourth and 10 at team R's 32 yard line. K1's attempted field goal is successful. R2 is flagged for holding while the ball is in flight.

- a. Team K may have the penalty enforced from the previous spot and replay the down or have the penalty enforced on the succeeding kickoff.
- b. If team K wants the penalty, it can only be enforced on the succeeding kickoff.
- c. If team K wants the penalty, it can only be enforced from the previous spot.

13 Under which of the following circumstances is a period extended?

- a. There was a double foul.
- b. There was an inadvertent whistle.
- c. A touchdown is scored and a try will be attempted.

- d. All of the above.
- e. None of the above.

14 While team A is calling signals, B1 runs toward the line from his safety position. He stops short of the neutral zone and stomps his foot in front of tackle A2.

- a. No problem.
- b. Foul only if a team A player reacts.
- c. Foul under any circumstance the penalty is five yards.
- d. Foul under any circumstance. The penalty is 15 yards.

15 As A1 is running with the ball, B2 is making a legitimate attempt to get to A1. B2 shoves blocker A3 out of the way by pushing him on the back above the waist.

- a. Legal.
- b. B2 is guilty of a blind side block.
- c. B2 is guilty of a block in the back.

16 Team A scores a touchdown but misses the try to make the score, team A 6, team B 56. Team B's captain tells the referee his team wishes to kick off.

- a. The request is granted; that is a legal option.
- b. The request is denied; that is not an option.

17 Team A players move to the line and snapper A1 puts both hands on the ball. As A2 is calling signals A1, slowly and without simulating action at the snap, removes his right hand from the ball.

- a. Dead-ball foul, snap infraction, five yards.
- b. No foul as long as A1 keeps at least one hand on the ball.

18 A1, wearing number 75, lines up as the tailback.

- a. Team A should be flagged for illegal formation at the snap.
- b. No problem as long as A1 reports to the referee before the snap that he is an eligible receiver.
- c. A1 can legally take a handoff and run with the ball.
- d. A1 can be the first to touch a forward pass as long as the pass isn't thrown across the line of scrimmage.
- e. A1 can be the first to touch a forward pass anywhere on the field.

19 K1's grounded free kick is muffed by K2 at team K's 47 yardline. R3 recovers at team R's 45 yardline and begins to advance. The game clock should be started:

- a. When K1 kicks the ball.
- b. When K2 muffs the ball.
- c. When R2 recovers the muff.

20 It's fourth and 10 from team R's 22 yardline. Team K is attempting a field goal. Holder K1 muffs the snap. The ball is loose on the ground when kicker K2 kicks the ball, which goes between the uprights and over the crossbar.

- a) The ball is dead when K2 kicks it.
- b) The kick is good.
- c) That's a foul. Team R will decline the penalty, which results in a touchback.

Read and discuss the following article

I. **Discuss and review the following information from Referee magazine on strategies for preparing yourself mentally to officiate:**

Just as strenuous as being physically fit to officiate are the mental requirements of the game. Rules knowledge is vitally important, but knowledge alone is not good enough. Application of the rules is crucial. Knowing what to do when a situation arises in a game and doing it in a timely manner are the marks of a good official. Approach the mental side in the same way you do the physical: Conditioning! Rules knowledge is the foundation – you need instantaneous recall on the field. Here are ways to mentally condition:

- Basic studying
- Self Tests
- Engage in conversation with others about the rules and about football itself – much can be obtained and retained in an informal setting with friends, co-workers and associates
- Communicate with everyone involved in the game – from your supervisor, to your partners, to the coaches and players
- Listen well to others – absorb and react to those things that are important; dismiss those that aren't
- LISTEN – ASSESS – REACT – RESOLVE
- When reacting – be strong but not overbearing
- Speak to be heard and respected – practice that before you get to the game – make your tone and your volume level work for you
- Create a personalized demeanor on the field – establish a respectful and approachable persona – your mannerisms will speak for you
- Cultivate a high level of mental tenacity – the norm in officiating is to be faced with unpredictable and unusual problems – if you face each and every problem as a welcome challenge, you can be mentally prepared to handle them effectively
- Learn from each and every situation
- Create a mental library from which you can draw when needed
- Do less criticizing and more recognizing
- Have a pregame conference with yourself – including getting the proper rest to be mentally sharp, leaving all outside diversions and problems at the door and focusing totally on football.

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MONTANA OFFICIALS' ASSOCIATION
FOOTBALL STUDY CLUBS
LESSON #6
2020-21

NAME _____

CLUB _____ DATE _____

A. Review your group's season.

- I. Are there any specific problems in your area schools that should be addressed? i.e. field concerns, locker rooms, security, game times, poor sportsmanship, crowd control, etc.
- II. Are there any football rules or mechanics changes your group would like to see? Evaluate the new rule changes for this past year. The rules or mechanics changes must be in writing to the MOA/MHSA office by November 1, 2020.
- III. What issues does your group believe are important universal issues that need to be addressed by all officials' pools throughout the state? **Please send those items to Brian Michelotti at the MHSA office so they may possibly be included for rules clinics and study clubs.**
- IV. Does your group have any suggestions in addressing the issues in III?
- V. Discuss potential MOA "Hall of Fame" candidates in your area. Application forms are available from your regional director, the MOA/MHSA office or downloadable at <http://moa.arbitersports.com/front/106278/Site>. They must be routed through your regional director and to the MOA office before April 1st.
- VI. Discuss methods of evaluating fellow MOA members. Are the methods working properly and positively? Should you start a new method if you're not evaluating at the present time? Do these methods work for "upgrading"? Are they fair to all of your levels? Are you allowing anybody to upgrade? Are your methods for not allowing an upgrade fair?
- VII. For everyone's benefit, review dues deadlines and upgrading procedures and requirements. Be aware of the importance of notifying the MOA office of address changes. Know the "dues due" date.
- VIII. How many prospective officials did you have in your pool this year? Discuss and evaluate your methods of recruitment.
- IX. You have an obligation to read the MOA Handbook. All officials should be aware of the governing body's rules and regulations. Any changes you'd like to see should be directed to your regional director for the council's meeting in December.
- X. Take time to discuss your pool's assignment practices. Is your method fair to all involved? What areas may need some improvement or change in relation to assignment of officials?
- XI. Take time to evaluate your individual performance as an official this year. Incorporate your own personal reflections and observations from crew members and fellow officials.

- XII. Discuss some items concerning what an official can do in the off-season to prepare for next year. Include in the discussion off-season exercise programs, reviewing video of games done, attending a camp (if possible), National Federation Officials' Education etc.
- XIII. Are there any items, issues or clarifications that possibly would benefit all officials by being included in our officials' publication, **The Official Word**?
- XIV. Discuss and evaluate your pool's methods of retaining officials.

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