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ASSOCIATIONS

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200 West Baltimore Street  
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To: All Local Officials Associations

From: Ken Kazmarek, MPSSAA Coordinator of Officials

Date: July 8, 2020

Re: Association Registration

On behalf of the more than 111,000 annual participants in interscholastic athletics in Maryland's 198 public schools, I would like to begin by thanking the officials' associations for their work as a part of these programs. Educationally based athletics provide one the greatest character building opportunities available to our young men and women and the entire community involvement, from officials to coaches to school administrators, all have invested equally in ensuring positive lessons are derived from participating in these programs.

As we begin making plans for another school year, the process of registering officials begins. This memo is to provide detailed information for each association to register their officials with the MPSSAA and NFHS. I am pleased to inform you the registration fee remains at \$34.00 for the 11<sup>th</sup> consecutive year. New this year is the registration of all officials using the Centers for Officials Services powered by DragonFly Athletics. All officials will need to login and set up an individual account with Dragonfly.

#### DRAGONFLY ACCOUNT:

1. Each official must set up a Dragonfly account. This account will hold verification of NFHS Exam and Rule Clinic requirements.
  - a) Go to: <https://www.dragonflymax.com/academy>
    - i. Click get started under the official's icon
    - ii. Click on registration as an official and watch the tutorials for steps 1 and 2 of the registration processes.
    - iii. Complete your demographic profile information and save. You now have a Dragonfly account.
    - iv. You must complete all requirements to be registered as an official.

- v. Please use the same Email Address for all NFHS (Clinic Course and NFHS Exam) and Dragonfly registration logins.
2. Each association will receive administrative access to the Dragonfly site to monitor the registrations of officials registering with their association.
3. The MPSSAA will submit a final list of officials from the Dragonfly registration to each association administrative representative.
4. The MPSSAA will invoice your association for the registration of officials.
5. Once officials are registered through Dragonfly and your list of officials has been uploaded by NFHS to their site, no deletions can be accepted as the MPSSAA will be billed for the total number of officials uploaded.

It is important to remember that the majority of the registration fees per official are passed on to the NFHS for the purchase of rules books, National Federation of Officials Association (NFOA) membership and one million dollar liability insurance, testing and other administrative needs. Please remember only those officials registered and certified through the MPSSAA will receive the benefits of NFOA membership (good July 1 through June 30<sup>th</sup> of each year).

Also, I would like to remind each association of the regulations to be a certified official. In order to work a MPSSAA (varsity or JV) regular season or tournament contest you must be registered and certified. The following requirements are necessary for certification.

1. Be at least 18 years of age and a high school graduate.
2. Be a member in good standing with the local MPSSAA-recognized officials' group.
3. Attend an MPSSAA-sponsored rules interpretation clinic in the current year.
4. Pass the National Federation examination (75% is the lowest passing score).
5. Pay the MPSSAA registration fee (through the local officials' association).

#### FALL RULE CLINICS:

ALL Fall rule clinics will be taken online through the NFHS Learning Site. Fall Rule Clinic will become available on the NFHS site on Monday July 20, 2020. Officials are to download and save the clinic verification certificate at the end of the rule clinic course. Rule Clinic Certificates should then be uploaded to the officials Dragonfly requirement profile. The clinic online course attendance is mandatory for certification.

The link to the NFHS Online Clinic Courses can be found at <http://www.mpssaa.org/officials/rules-interpretation-clinics/>.

#### RULE BOOKS:

To order rule books please go to <https://www.mpssaa.org/officials/officials-rule-book-order-form/>

On behalf of the MPSSAA thank you again for the service you provide the students and schools in Maryland. If you have any questions or concerns please contact Ken Kazmarek [ken.kazmarek@maryland.gov](mailto:ken.kazmarek@maryland.gov).