



# **Constitution**

**By Laws**

**&**

**Guidelines**

*As of September 1, 2021*

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## Guidelines

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# National Deaf Basketball Organization

## CONSTITUTION

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### ARTICLE 1 – Name

1. The name of this independent non-profit organization shall be NATIONAL DEAF BASKETBALL ORGANIZATION, INCORPORATED and hereinafter referred to as NDBO.
2. The organization website is: <http://www.ndbo.us>

### ARTICLE 2 – Organization

The organization is organized NON PROFIT and the objects to be transacted and carried on are:

1. To foster national sport competition particularly in the field of basketball, to elevate and sustain the athletic charter of its members, to disseminate knowledge pertaining to the advancement of basketball among the deaf population of the United States.
2. To engage in any lawful act or activity for which the organization may be organized for charitable, educational, regions and national amateur sport competition purposes.
3. Objectives of this organization are to expedite in every way possible the promotion of publicity for the Regions and their athletes as a whole and the underlying philosophy to which it is committed.
4. To recognized Art Kruger as the founder of AAAD Basketball and hereafter recognize them in our annual program books and NDBO Website.

### ARTICLE 3 – Mission

NDBO believes in, holds to be important, and values the following:

1. The need for understanding, appreciation, and value of education, and qualified Board by all Regions of the population.
2. Service to Region organizations through coordinated leadership and communication.
3. The goal of the organization is to provide eligible players an opportunity to develop their basketball skills, play in a competitive deaf friendly environment, and develop a better understanding of teamwork and deaf community.
4. The NDBO supports values that include: teamwork, hard work, respect, fairness, integrity, and communication.

### ARTICLE 4 – Board of Directors and Officers

1. Board of Directors
  - a. The organization shall have a Board of Directors consisting each Region's Officer, and appointed of any kind staffs prescribed in Article 6 of Region Members.
  - b. A person can be appointed any staffs of any kind.
  - c. Board At-Large (Former NDBO Presidents to be delegates)
2. The officers of the NDBO are the President, Vice President, Secretary/Treasurer, Public Relations Director, Tournament Director and Communication Director and they shall be elected by the NDBO Board of Directors for two years term.
3. Duties of the Officers

- a. The President shall be the managing for NDBO activities, subject to a two thirds Board approval.
  1. It is be the duty of the President to preside the Board Meeting and the Appeal Hearing prescribed in Article 15 of Appeal.
  2. President shall be appointed by the Board, subject to a two thirds Board approval
  3. Mediating any disputes between NDBO's Regions, players and teams.
- b. The Vice President
  1. Interpret NDBO Constitutions, Bylaws, and Guidelines.
  2. Update NDBO Constitutions, Bylaws, and Guidelines.
- c. The Secretary/Treasurer shall report, prepare and maintain the minutes of the meetings, shall have general charge of the financial affairs of the organization, shall have custody of its funds, shall keep a full and accurate record of all receipts and payments.
  1. The organization's secretary shall keep accurate minutes of all Board meetings and read these minutes for approval at subsequent meetings.
    - a. NDBO meeting minutes shall not be named the motion maker and seconder.
  2. Shall prepare correspondence as designed by the Board.
  3. Shall act as presiding officer at Board meetings in the absence of the President and carry out those duties assigned to Secretary by the Board.
  4. Manage the accounting and finances for the National Deaf Basketball Organization.
  5. Shall keep the Board apprised of NDBO tournament expenditures on a monthly basis.
  6. Shall prepare an itemized and complete financial accounting within ninety (90) days of the completion of the tournament.
- d. Communication Director is a network and liaison for the Deaf Basketball Community, Teams, Coaches, Regions, NDBO Officers and Players.
  1. To build and strengthen the relationships with Deaf Basketball Community, Teams, Coaches, Regions, NDBO officers, and Players.
  2. To build two ways communication, to build outward not inward, to go for diversity, to build trust and keep informed about NDBO.
  3. To resolve any issues.
  4. To establish NEWS (North, East, West and South) Representatives to be coordinated, appointed and instructed by NDBO Communication Director.



5. To bring any proposals from the teams and coaches.
4. The Board of Directors shall have the control and management of the affairs and business of this organization.
5. Each member of the Board of Directors shall have one vote and the President shall not vote. In the event of a tiebreaker, the President will cast their vote.
6. The Board of Directors shall, at their discretion and with sufficient notice, be allowed to call for a meeting if it is deemed beneficial to the organization.
  - a. Minutes of all Board Meetings will be posted on the publicly accessible, official web site of the organization no later than ninety (90) days after the meeting.
  - b. The Board can make any proposals and Communication Director will bring the proposals from the teams and coaches.

- c. In any emergency situations, any action required or permitted to be taken by the Board may be taken without a meeting if consent in writing, setting forth the action so taken, shall be signed by all of the Board of Directors and included in the minutes or filed with the organization records reflecting the action taken. Any such action taken without a meeting shall be deemed effective when the last director signs the consent, unless the consent specifies a different effective date. Such signed consent has the affect of a meeting vote and may be described as such in any document.
- d. The Agenda of NDBO Annual Meeting shall be the order of business:
  - 1. Roll Call
  - 2. Reading of the Minutes/Financial Report
  - 3. Reports of Officers/Staffs
  - 4. Unfinished Business
  - 5. Appeals and Protests
  - 6. New Business
  - 7. Selection of NDBO Tournament
  - 8. Election (Every two years)
  - 9. Adjournment
- 7. NDBO shall reject any basketball team entries (if deemed objectionable) at any championship tournaments of this Association.
- 8. NDBO Officers except for Tournament Director can be in any kind of participant in any teams at NDBO to follow the criterion of:
  - 1. Shall not participate in making or developing the Tournament Bracket, Seeding and Cash Prizes.
  - 2. Shall not participate in any issues or disputes in related to teams, players and the tournament.
  - 3. Shall be discreet and knows the ethics as team participant and NDBO Officer.

## **ARTICLE 5 – Organization Expenses**

- 1. All organization expenses must be approved by the Board of Directors and are to be deducted from the treasury.
- 2. Any contract(s) must be approved by the Board of Directors before signing.
- 3. All organization expenses should be paid for by check issued or NDBO Debit Card by Secretary/Treasurer and President.  
The Secretary/Treasurer and President are eligible to sign checks.
- 4. To reimburse NDBO officers for their expenditures that was paid out of their pockets to be determined by NDBO Board.

## **ARTICLE 6 – Regions Member**

- 1. The national territory of NDBO shall be divided into eight member regions.
  - a. Central shall be composed of the states of Ohio, Kentucky, Illinois, Indiana, Michigan, Wisconsin, the environs of Buffalo, New Your, Erie, Pennsylvania and Pittsburg, Pennsylvania.
  - b. Eastern shall be composed of the states of New York, Delaware, New Jersey, Pennsylvania, Maryland, and District of Columbia with exception of the environs of Buffalo, New York, Erie, Pennsylvania and Pittsburgh, Pennsylvania.
  - c. Farwest shall be composed of the states of Arizona, Southern Nevada, New Mexico, Hawaii, and Southern California.

- d. Midwest shall be composed of the states of Missouri, Iowa, North Dakota, South Dakota, Minnesota, Kansas, Colorado, Wyoming, and Nebraska.
  - e. New England shall be composed of the states of Maine, Vermont, New Hampshire, Massachusetts, Connecticut, and Rhode Island.
  - f. Northwest shall be composed of the states of Utah, Idaho, Washington, Montana, Oregon, Alaska, Northern California and environs of Fremont, California.
  - g. Southeast shall be composed of the states of Virginia, West Virginia, Tennessee, North Carolina, South Carolina, Georgia, Alabama and Florida.
  - h. Southwest shall be composed of the states Texas, Louisiana, Mississippi, Arkansas, and Oklahoma.
2. Duties of the Regional
- a. Regional shall send in all team forms to NDBO Secretary before or by March 1<sup>st</sup>.
  - b. Regional shall submit their regional Basketball Tournament report to the NDBO Website within ten (10) days after their regional tournament to the NDBO Basketball Tournament.
  - c. Possible suspension or definite suspension shall report to the NDBO Boards within fourteen (14) days after their regional tournament.
  - d. All teams are required to participate in their regional tournaments before entering the NDBO Basketball Tournament as regional championship team and inviting teams.
    - 1. Hawaii, Alaska and Caribbean Islands are invited to NDBO without the requirements to play at any Regions.
  - e. The deadline of Affiliate Due in the amount of \$50 (fifty dollar) shall be postmarked by on December 31st annually.
  - f. All regions shall honor NDBO discount combo during regional Tournament within 7 days.

### **ARTICLE 7 – Indemnification**

The organization may, to the full extent permitted by law, indemnify its Regions and NDBO.

### **ARTICLE 8 – Fiscal Year**

The fiscal year of the Organization shall begin on the 1<sup>st</sup> day of January and end on the last day of December of each year.

### **ARTICLE 9 – Parliamentary Authority**

The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the Organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws or with any special rules of order the Organization may adopt.

### **ARTICLE 10 – Amendments**

Any amendments to Constitution, Bylaws must be made by 2/3 votes and Guidelines must be made by a simple majority of NDBO Board Meeting.

### **ARTICLE 11 – Dissolution**

In the events of dissolution or the winding up of NDBO, all its remaining assets after payment of its liabilities shall be distributed equally to the affiliated Regions.

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# National Deaf Basketball Organization

## BYLAWS

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### SECTION 1 - Constitution, Bylaws, Guidelines, Amendments, and Voting

1. The National Deaf Basketball Organization is managed under the direction of its NDBO Board, in accordance with its Bylaws and these Articles.
  - a. Any proposals to alter, amend, repeal or add to these Bylaws shall propose by any Teams/Coaches/Players and Board of Directors in writing to the Secretary/Treasurer, who shall notify all NDBO Board of the proposed amendment(s).
  - b. All proposals must be voted at the NDBO Board meetings.
  - c. The Bylaws allow for the creation of all Regions to assist the Board in the operation of the organization.
2. A revision of the Constitution and Bylaws shall be inserted in NDBO website in the case of changes to either or both.
  - a. NDBO to add year (20XX) at the end of every sentence that was passed so that we know when were added to the NDBO Bylaws to be recorded in NDBO File.

### SECTION 2 - Protests

1. Any protest regarding the eligibility of any team or any players shall be made 14 days prior to before regional tournament.
2. Any violation of these rules shall result in the suspension of the member club/independent teams and/or player for a period of time that will be determined by the Board Directors.
3. The Board shall allow any teams to play at NDBO after the team had played in their respective unaffiliated Region tournament with an exception for a Region have two same basketball organizations in this same region shall be honored only who is affiliated to NDBO for at least two years.

### SECTION 3 – Appeal and its Procedure

1. If the team and/or player(s) wish to appeal their Region's decision it may do so by notifying the NDBO Board in writing 14 days prior NDBO Tournament.
2. The case will then be referred to an Appeal Hearing Board.
  - a. The President shall appoint three neutral Board members.
  - b. The NDBO shall arrange a time and place for the hearing that is mutually convenient to all parties involved.
3. The Appeal Hearing
  - a. At least three (3) Board members, including the President and Secretary/Treasurer, must be present throughout the entire Hearing, and only such Hearing Board members shall vote on the Board's deliberation.
  - b. The NDBO Secretary/Treasurer will keep a record of the Hearing, to include a list of those present, and the substance of all evidence and arguments. If possible, a taped recording should be made.
4. Procedure
  - a. The President will state the cause of the Hearing.

- b. Opening statements will be made, first by a representative of the plaintiff, then by representative of the accused team and/or player(s).
  - c. The respective parties may then present additional evidence of any sort, being subject throughout to questions by anyone present.
  - d. The parties may make concluding statements.
  - e. The Board may conclude with questions of any party.
5. The Hearing Board will deliberate at its earliest convenience after the Hearing and no record need to be kept. At the conclusion of the Appeal Hearing, the President will outline the motions in sequence:
- a. For specified increased penalties against the team and/or player(s);
  - b. To sustain NDBO ruling;
  - c. For specified lesser penalties;
  - d. To acquit the team and/or player(s) of all charges.
  - e. The Hearing Board's decision requires the support of at least three (3) Board Members. After the Hearing, this decision, together with reason for it, should be presented in writing to the NDBO and Regions to be forwarded to the team and/or player(s). The decision of the Hearing Board will conclude the appeal procedures.

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Those Proposal NDBO Bylaws and Guidelines to be ratified at our Regions Meetings that were organized and created by the NDBO Board presented at the meeting on January 17-18, 2009.

January 27, 2009: Approved and Ratified

October 21, 2009: Revised NDBO Website's address

April 23, 2009: Only Guidelines are revised.

April 21, 2010: Only Guidelines are revised.

February 28, 2012: Revised and updated

June 30, 2013: Revised to include of what were missing and updated from 2009 to 2013.

September 12, 2014: Revised and updated.

April 30, 2014: Approved and Ratified.

January 12, 2016: Revised and updated.

December 13, 2018: Revised and updated.

July 6, 2018: Revised NDBO Website's address and updated.

September 8, 2018: Revised and updated. (Guidelines and Team Forms)

October 5, 2019: Revised and updated.



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## Guideline: **Tournament Duties Guideline**

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The **Board** shall have the duties of the NDBO include, but are not limited to:

1. Develop Guidelines for each duty with instructions.
2. Develop forms, if necessary.
3. Tournament Planning Schedule and abide Checklist.
4. Review and approve any contract(s).
5. Arrange Local Support Committee and Interpreter(s), if needed.
  - a. NDBO Committees shall be composed of Regional officers.
6. Any miscellaneous needed for the NDBO Tournament.
7. NDBO shall reject any basketball team entries (if deemed objectionable) at any championship tournaments of this Association.

The **President** Duties shall:

1. Secure Hotel Space
2. Gate Keeper (Staff)
3. Oversee all other duties.

The **Vice President** Duties shall:

1. Develop Team Registration Form
2. Develop Team Guideline
3. Assist any help at NDBO when needed

The **Secretary/Treasurer** Duties shall:

1. Develop Admission Form
2. Order Wrist Bands
3. Obtain Insurance
4. Registration (Fans/Staffs/Players)
5. Hospitably for the staff/officers

The **Tournament Director** Duties shall:

1. Arrange NDBO Tournament site nearby International Airport(s).
2. Secure Gyms.
3. Schedule and develop Bracket and Seeding/Pairings.
  - a. NDBO Rankings System: The selection process for NDBO Championship determines which 16 or more will enter the tournament that known as April Madness and where they will be seeded and placed in the bracket.
  - b. It is done by special selection committee appointed by NDBO. Champion teams have automatic bids by winning in their region tournament.
4. Obtain Certificated Referees.
5. Must use approved list of referees. (Staffs)
6. Provide First Aid/Trainer.
7. Provide the official scorekeeper(s) and timer(s). (Staffs)
8. Head Statistician (Staff/work with webmaster)
9. Schedule and coordinates Coaches/Managers meeting.
10. Places orders for trophies, plaques or awards for the Men and Women's Divisions, as follows:
  - a. First to Fourth Place finishers
  - b. Basketball to Each Championship Team
  - c. Five First Team All Stars
  - d. Five Second Team All Stars
  - e. Most Valuable Player

- f. Most Assists
- g. Most Rebounds
- h. Most Points
- i. Team Sportsmanship
- j. Individual Sportsmanship
- k. Coach of the Tournament

11. Type Roster List (all names on the roster) of every team and to email NDBO Board/Google Drive.

The **Public Relations Director** Duties shall:

- 1. Develop Flyer
- 2. Arrange Program Book and Advertisement
- 3. T-Shirt (Staff)
- 4. Develop Sponsor Letters
- 5. Establish Exhibitor Booths
- 6. Work with Webmaster

**West vs. East All-Stars Game**

- 1. This event will be before or after the Championship Game.
- 2. The duties of West vs. East All-Stars are two NDBO Officers and Head Statistician.

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## Guideline: Rules and Regulations

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1. All games in the annual NDBO Tournament shall abide NCAA Rules and Regulations - <http://www.usabasketball.com/rules/rules.html>
2. All games in the annual NDBO Tournament will be played twenty (20) minutes per half.
  - a. There shall be five (5) minutes overtime.
3. Any participation teams that do not have its players on the court, ready, at their initial scheduled time shall forfeit their game to their opponent. If a participating team has less than five (5) players in uniform on the court at the start of a game, that team shall forfeit their game to their opponent. At least ten (10) minutes before the scheduled starting time, each team shall supply the scorekeepers with the name and numbers of each team member and the designated five (5) starters.
4. All games in the annual NDBO basketball tournament shall have electronic scoreboards, plus visual shot clocks. The visible possession arrow display shall be located at the scorer's and timer's table. The red-warning light will be placed behind each backboard to indicate when the period-ending horn has sounded.
5. Each team that participates in any games of the NDBO Basketball Tournament shall be subject to the alike basketball uniform ruling for all players of the team with jersey numbers six inches (6") high on the back and four inches (4") on the front. The numbers on the front and back of the team jersey shall be the same color and style. A team jersey designed to be worn inside the pants shall be tucked inside the pants and the pants shall be above the hips and worn properly. A player not conforming to this uniform policy shall be directed to leave the game.
6. The home team shall wear light colored uniforms and the visiting team dark. The team that violates this policy shall change. Mismatched shorts and under shorts showing beneath the uniform shorts shall not be allowed.
7. NDBO Registration form is limited to 15 signatures. Any additional signature exceeding 15 signatures shall not be recognized. The deadline date to register NDBO Team Form shall be determined by NDBO Board and will be posted in both NDBO Team Entry Form and NDBO Website.
8. The Travel Trophy must be brought to next NDBO Basketball Tournament by President and is full responsible to bring next NDBO Tournament.
9. The team fee is \$250 and all participants in a team (*players/coaches/managers/scorekeepers/etc*) shall pay \$20 at the door. The breakdown of \$200 goes to 100% prize and \$20 to cover gym/referee. Add \$50 late fee within seven (7) days after deadline.
10. To schedule for NDBO Events will be determined by NDBO Board for the following of:
  - 1) NDBO Board of Directors Meeting
  - 2) NDBO Events
  - 3) NDBO Basketball Tournament

## Guideline: **Players Eligibility**

1. Players representing a team shall be deaf or hard of hearing and shall be bona fide members of their team before signing the registration forms.
2. A player shall have a hearing loss of 55 dB or greater in the better ear to be eligible except for the CODA players.
3. Players shall have attended a school or program for the deaf, whether residential or day, oral, or combined, as listed in the yearly reports of the American Annals of the Deaf, for a period of at least two (2) years. In deserving cases, exceptions to this rule can be made by each region but on at its annual meeting.
4. Hearing persons shall not play on any NDBO member team in any regional or national tournament. Teams desiring to have hearing coaches shall be permitted to do so.
5. Any high school student/player shall not play for any NDBO team in the same academic year unless he/she has exhausted his/her high school eligibility. No one under the age of 18 years shall be permitted to play.
6. Any college student who practiced with, suited up with or played for a collegiate team at any time during the college basketball season shall not be eligible to play for any NDBO team during that same season, in accordance with NCAA regulations.
7. Player Residency Rules
  - a. Valid Driver License or State Identification.
  - b. Valid College Transcript to show s/he is a current student at any institutions.
8. Three (3) Free Agents per team allowed for Men, unlimited Free Agents per team allowed for Women.
9. One (1) Children Of Deaf Adult (CODA) per team from their respectively region only allowed.
  - a. One or both parent are hard of hearing or deaf.
  - b. Must be at least 18 years old.
  - c. Present the Driver License to verify that s/he is in its respectively region, if needed.
  - d. Present Birth Certification with both parents name on it, if needed.
  - e. Must sign a Sworn Statement on NDBO Team Registration that the rules of CODA is followed.
  - f. If a CODA gave a false statement, s/he will be banned from NDBO indefinitely.
10. Any teams who have at least 5 players registered/signed (Region's Form) at their respectively Region are allowed to add one (1) to three (3) Deaf players in their team, **limited to 8 players**, no more than 8 players in a team and to meet the requirements of:

| FOR MEN ONLY   | FOR WOMEN ONLY   |
|--|--|
| 1) Deaf players must be from same respectively Region where the team had played in that Region.<br>2) No Free Agents allowed to be added.<br>3) No CODA allowed to be added.<br>4) Region's Officers must approve the player.<br>5) A team will be automatically disqualified if a team had less than 5 players registered/signed (Region's Form) at their respectively Region and added players for NDBO.<br>6) If a team falsify added more than 3 players will be disqualified. | 1) Open to add any Deaf players only.<br>2) Limited one CODA per team.<br>3) Allowed to add last minute players at NDBO Tournament before their first game started if a team has a less than 8 players.<br>4) A team will be automatically disqualified if a team had less than 4 players registered/signed (Region's Form) at their respectively Region and added players for NDBO.<br>5) If a team falsify added more than 3 players will be disqualified. |

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## **Guideline: Coaches and Players Code of Ethics**

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All Coaches and Players hereby pledge to provide positive support, care and encouragement participating in Region and NDBO tournament by following this Player and Coaches' Code of Ethics "Zero Tolerance" Pledge:

1. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or tournament event.
2. I will not engage in any type of physical or verbal abuse of any official, player, coach or spectator at any time.
3. I will place the emotional and physical well being of myself, and other players, ahead of my personal desire to win.
4. I will treat other players, coaches, fans, and officials with respect, regardless of race, sex, creed, or ability.
5. I will treat my teammates, coaches and managers as individuals; remembering the large range of emotional and physical development we all share.
6. I will take responsible measures to honor all commitments I make towards my team and my club.
7. I will lead by example in demonstrating fair play and sportsmanship to all my teammates and opponents.
8. I will provide a sports environment for my team and club that is free of drugs, tobacco, gambling and alcohol and will refrain from their use at all sports events and related club activities.
9. I will be knowledgeable of the NDBO basketball rules and requirements. I will honor those written in the NDBO Bylaws to my fullest commitment.
10. I will contact the Tournament Director should I witness any type of physical or verbal abuse or non-fair play.

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## **Guideline: Unsportsmanlike Conduct**

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1. No person connected with a team shall strike, kick or commit any other physical act that might cause pain or harm to any person at the tournament site.
2. Any unsportsmanlike conduct may result in barring the player(s) or the team from further participation in the tournament.
3. A player who is ejected from a game by an official shall be suspended for at least one (1) game beyond game ejected. A second ejection during the same reason shall result in automatic suspension in the remainder of the tournament, including playoffs.