

Recommendation Committee Guidelines

Revised: August 2021

I. Committee

A. The Recommendations Committee (the "Committee") as required by the FHSAA, will be composed of five (5) voting members including one (1) Chairperson, one (1) Member at Large (both of which shall be nominated by the Board Liaison for approval by a vote of the Board of Directors), the Association's Booking Commissioner, and two (2) voting members to be elected by the general membership. The Board Liaison (non-voting member) will also be part of the Committee. In the event there are not enough candidates to be elected by the general membership then the Board of Directors shall appoint these positions. Commencing with the 2022-2023 season, the Committee shall be reduced to three (3) voting members including one (1) Chairperson (which shall be nominated by the Board Liaison for approval by a vote of the Board of Directors), the Association's Booking Commissioner, and one (1) Member at Large to be elected by the general membership.

B. Any ECBOA member in good standing who is not currently a member of the Board of Directors will be eligible to be nominated and elected to the Committee. The Chairperson of the Committee will announce at the first general ECBOA meeting the availability of the two (2) open positions on the Committee. The general membership body will be asked to nominate or volunteer themselves for the positions. The election to the two (2) voting members to the Committee will take place at the next general scheduled meeting. The two (2) members that receive the highest numbers of votes will be elected to the Committee for the current season.

C. The Chairperson and Member at Large, both of which shall be appointed as outlined in paragraph A above, shall be appointed for a term of two years, but staggered such that every year there is one Committee member appointment. The two voting members who are elected by the general membership shall be elected for a term of two years. The objective is to promote continuity of the Committee.

II. Duties & Responsibilities

A. The primary responsibility of the Committee will be to select eligible ECBOA members to be considered by the FHSAA for assignment to the State Series Regional contests (the "Regional Lists") (i.e. Regional games). All ECBOA members in good standing who have met all FHSAA requirements and all

ECBOA qualifications set forth by the Board of Directors will be eligible for consideration and recommendation by the Committee.

B. The Committee's Regional Lists of crews, which will be sent to the FHSAA for consideration for both the Girls and Boys Regional State Series games, will be published to all members one week prior to the 1st General meeting in January.

C. The Committee shall meet as often as necessary to complete the Boys and Girls Regional Lists in time to be submitted to the Board of Directors for comment according to the schedule for the year. The Board Liaison will coordinate the Committee meeting dates and times.

D. Prior to, or at the first Committee meeting, the Booking Commissioner shall provide all members of the Committee with a list of all the members that have met the ECBOA/FHSAA eligibility requirements for consideration, the current FHSAA Muster, current ECBOA rankings, a copy of each of the past 3 years Regional Lists, electronic evaluation scores from the FHSAA of ECBOA members who have worked Regional or State Tournament games over the previous 4 years, the blocked dates returned by members, the listing of Top 30 officials comprising the "Pool" as provided by the Evaluation Committee, and any other information deemed pertinent to the selection process as determined by the Booking Commissioner in his/her reasonable discretion.

E. Once the Committee is satisfied with their recommended Regional Lists, correspondence should be sent out to all Officials on the first 3 crews on both the Boys and Girls sides, stating they are being considered for selection to one of the top 3 crews, and asking for any dates they wouldn't be available for during the State Series Regional games.

III. Considerations

A. Some thoughts to be considered when putting the list together: All crews represent ECBOA, and Officials selected to the State Series Regional Lists should possess the skills and abilities to officiate a State Series Regional game as reasonably determined by the Committee utilizing the Pool as provided by the Evaluation Committee. In order to be on Crews #1 and #2, the Official shall be ranked a 100-105 on or prior to December 15th of that season.

B. The formation of the Crews is the responsibility of the voting Members; however, they shall be open to feedback and guidance from the Board Liaison.

C. The responsibility of the Board Liaison is to make sure the Committee meets, and functions as intended, as well as to report any issues back to the Board of Directors.

D. An exception shall be made for the Booking Commissioner who may be on crew #1 or Crew #2 provided he/she has been the Booking Commissioner for at least three (3) consecutive years and is otherwise in compliance with such other conditions governing these Guidelines as set forth herein.

E. Rules knowledge is imperative. Make every effort to have at least one Official who is Ranked a "1" by the FHSAA on each crew.

F. The Committee shall assemble not less than 12 crews for each the Boys and Girls side.

G. Perception is reality. Committee members should be very cognizant of where they place themselves.

H. When deciding between two or more Officials for a particular crew, consider the individual contribution of each Official to the Association.

I. Strive to make good decisions on the Crew Chief. They are critical to the betterment of the crew and should have the necessary experience, knowledge and expertise to be a Crew Chief.

J. Keep in mind up and coming Officials in our Association, and strive to reward these Officials in the selection process where warranted.

K. If even crews can't be made, Officials remaining may be listed as Alternates.

L. The Pool should be the primary consideration when selecting Officials for the top crews on the Regional List. Strive to select our best Officials based on the Association's existing ranking process, who otherwise meet the necessary requirements outlined herein.

M. To the extent a selected Official on the top 3 crews cannot commit to the State Series dates, it is strongly recommended that they not be placed on a top 3 crew.

N. The officials placed on crew #2 shall automatically advance to become crew #1 the following year provided their ranking status has not changed, they meet the requisite ranking criteria set forth herein for the Boys list and the Girls list, and they otherwise remain in compliance with the requirements outlined herein.

O. It is imperative that the Committee recognize that the FHSAA selects officials for the State tournament, and any official who was selected to officiate a State game over the past two years, should be given strong consideration when putting the crews together. Further, all officials selected to officiate a State tournament game the prior season, should be placed on crews 1-4 for the current season, provided they performed well in their State tournament game(s) and are otherwise in good standing with the FHSAA and ECBOA.

IV. Eligibility Qualifications

A. ECBOA members must meet all requirements of the FHSAA and must be a member in good standings of the ECBOA. The Committee shall assign a minimum of twelve (12) crews each for the Boys and Girls State Series Regional contests.

B. To be eligible for selection to the FHSAA State Series Regional List; ECBOA members must meet the following ECBOA qualifications.

1. Have attended a minimum of four (4) General Membership meetings, or has met substitute criteria set forth by the Board before December 15th.

2. Have worked a minimum of six (6) games on the side (Boys or Girls) in which the Official is being considered prior to December 15th.

3. Have not turned back a maximum of two (2) contests before December 15th

4. Has a ECBOA ranking of 100, 105, 110, or 120.
5. Shall have been a member in good standing for at least one full year (new members are ineligible their first season).
 6. Is otherwise in compliance with all FHSAA requirements pertaining to the FHSAA Regional List selection process.
 7. Exceptions shall require approval of both the President and Booking Commissioner.
 8. ECBOA State List Selection Policy is attached hereto, and is a separate policy applicable to compiling the State List.

It is recognized and acknowledged that the ultimate selection of crews for the Regional games and/or officials for State games lies with the FHSAA, who has full authority pursuant to FHSAA guidelines.

V) Posting

- A. One week prior to the first Committee meeting a list of Officials who have met the FHSAA and ECBOA qualifications will be posted on the Association's website. Any Official who feels that he/she has met the qualifications but does not see their name on the list shall contact the Booking Agent or a member of the Committee for review of their qualifications. If it is determined that he/she is in fact qualified, their name will be added to the list. Posting of the approved Ranking list shall satisfy this requirement.

VII. Selection – Approval

A. In accordance with the approved ECBOA calendar, the Committee will first present their Regional Lists recommendations to the Board of Directors for review-discussion. The Board, through the Board Liaison, shall make comments back to the Recommendations Committee for consideration, based on knowledge of facts which may not have been known to the Committee when composing the Regional Lists, or any intentional oversights. The Committee is not bound to make any changes suggested by the Board, unless they have to do with the eligibility of any Official to be considered on the Regional Lists, but will consider such feedback from the Board of Directors.

B. The Committee selections for the State Regional Series of officials and their crew assignments for Regional games will then be published to all ECBOA members at least one week prior to the first General Meeting in January as stated in the approved ECBOA calendar.

C. The Membership will approve the Regional Lists at the first scheduled General Meeting in January, and then the Regional Lists should be sent to the FHSAA by the Booking Commissioner pursuant to FHSAA requirements. If the Membership does not approve the Regional Lists then the Booking

Commissioner shall advise the FHSAA that the Regional Lists were not approved by the membership, and any assignments made by the FHSAA will be made as so directed by the FHSAA.

D. Changes to Approved Regional Lists:

1. If changes need to be made prior to Membership approval, the Booking Commissioner, Board Liaison, and Committee Chairman will confer as to how best resolve the any issues. The Committee Chairman, before going to the Membership, should discuss the proposed changes with other members of the Committee.

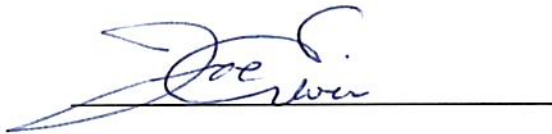
2. Every effort should be made to fill open slots in succession, when possible with the least amount of disruption to the initial crew list.

3. If changes are needed to be made after Membership approval, the Executive Board (comprised of the President, Vice President, Secretary, and Treasurer); along with the Booking Commissioner and Board Liaison (if not part of the Executive Board), will confer as to how best resolve any issues or disputes, and if necessary, a vote shall be taken. In the event of a tie vote, the President shall make the final determination. As time allows, the Chairman of the Committee should be made aware of the issues as a courtesy, and any feedback should be considered; however, the ultimate decision lies with the aforementioned individuals. Once any change has been made, Booking Commissioner shall communicate the change in writing to all Board members. All communications with the FHSAA will go through the Booking Commissioner pursuant to FHSAA guidelines.

VIII – State List Selection Policy

This is a separate policy, which is attached hereto.

Approved by BOD on 9-22-21

A handwritten signature in blue ink, appearing to read "Joe Erwin", is written over a horizontal line.

By: Joe Erwin, President