

**East Coast Basketball Officials Association
Evaluation Committee
Policy and Procedures
2008-2009**

The Evaluation Committee shall consist of 8 members who are asked to meet and evaluate the Associations Membership at least four times or more during the calendar year, or by special request of any association member, or by direction of the executive board. Each evaluation is based on the criteria set down by the executive board, and by requirements of each ranking level, as well as those guidelines suggested by the FHSAA. These evaluations will be done by one or more of the Committee members, with a majority vote by the committee required to move a member up or down in the ranking system. The voting members of the committee shall be the five members recommended by the board, and the full time observer/evaluator. All recommendations will be forwarded to the executive board for review and input, but final decisions will be made by the Committee. These rankings will be the primary criteria utilized by the assignor making assignments during the active FHSAA basketball season, and also be part of the criteria used by the Recommendation Committee for the State Crew list. The Evaluation Committee members will assist the Training and Recommendation committees in all aspects of their respective duties through out the year. These Policies and Procedures must be approved each year by the executive board, and any changes must be made by a majority formal vote of the same.

1. Committee makeup

The Committee will be made up of 8 members: The Association Assignor, Association full time Observer/Evaluator, Executive Board Liaison, 5 members nominated by the Liaison and approved by the Executive Board. Only the 4 nominees and full time observer have voting rights.

2. Committee selection Criteria

All Committee members must have 5 years varsity experience and be currently ranked 105 or higher and be in good standing with the ECBOA and its by-laws.

3. Ranking Criteria

The Executive Board will establish and be responsible for the Criteria to define each ranking level in the membership. While Some specifics are necessary, the board is asked to leave room for Intangibles such as game management, confidence, judgement and

Interaction with coaches and other officials. The definition of said Rankings will be assessed each year by Executive Board.

Every official may have the right to request a copy of his Evaluation during the active ECBOA season.

4. Data for Evaluation/Observations

Information that is utilized by the committee for making ranking Decisions may come from Camp participation, ECBOA sponsored Evaluations, Evaluations at designated sites, working with a crew Member during a game assignment, Tip-off evaluations, ECBOA Sponsored training sessions, association member specific Requested evaluations, or Executive Board directed Evaluations. Evaluators will utilize the FHSAA recommended Evaluation form as the basic tool for evaluations and scores.

5. Sites for Evaluations/Observations

Various sites will be used throughout the year for evaluations. Tip-Off classics, Holiday tournaments, ECBOA Summer camp, ECBOA Sponsored scrimmages in the pre-season for varsity and JV Officials, Pre-season training sessions, and permanent sites during The active season : Atlantic High School in the south county, and Palm Beach Central in the north and west.

6. Use of video

The use of the video recorder in all evaluations is recommended, Especially during camp, ECBOA sponsored events, and at the Permanent evaluation sites.

7. Evaluation Committee timetable

The Evaluation committee will meet to conduct a total review of Rankings 1) within 45 days of the end of the regular FHSAA Basketball season 2) at Summer camp when held, 3) in September Prior to the start of the season 4), and at the mid point of the FHSAA season following the Holiday tournaments. The committee Can meet at the request of the Executive Board, or by specific Request of any individual whose grievance has been forwarded by The Grievance Committee and an evaluation has been requested . The goal of the Evaluation Committee is observe/evaluate each Association member during a calendar year.

8. All observers will utilize the recommended FHSAA evaluation Form.

9. Individual requests for Evaluations

Individual association members may request special evaluations to upgrade their ranking during the active FHSAA season. These Requests must be made in writing or email to the ECBOA president Or Evaluation Committee chairman two weeks in advance of the Actual evaluation game; evaluations may be made in conjunction With a grievance and request by that committees chairman. The Member requesting the evaluation shall meet with the evaluator At the site directed by the assignor, and go over the results Following the end of the game. **ALL EVALUATIONS** and results Will be forwarded to the individual member requesting them Within 10, if not sooner. working, days of the final approval of the Evaluation Committee. A second individual request by an Association official may be conducted at his/her request, but Must be conducted at one of the scheduled evaluation sites. The Second evaluation will be done with a different observer.

10. Game Day evaluations / Protocol

Game day evaluations will start with the officials/ official being Evaluated aware that the observer/evaluator will be at that game To do the observation/evaluation.. The Association Observer/evaluator will make every effort to be present at the Beginning game, with a goal of no later than the start of the Second quarter. The observer will attend the half time meeting, And be present at the end of game meeting, where he/she will Go over the notes and recommendations verbally with all of the Officials of that game. He will give his opinions and also the Recommendation he will make to the committee. A written copy Will be forwarded to the official/officials within 14 calendar days.

11. Committee approval and scheduling

The Committee approval will be a majority vote with a quorum on All decisions. The Committee schedule will be organized By the Board Liaison. All information and decisions of the Committee will be delivered by the Board Liaison to the Executive Board, for posting on the website, adding to the

Agenda, or for approval.

12. Compensation for Evaluations

Committee members directed to conduct observations/ Evaluations , other than the assignor and paid observer, Will be compensated a half game fee paid by the association. This will include JV games as well as Varsity.

13. Budget Data

The Board Liaison will report to the Treasurer the expected Costs of the committees efforts to include in the that years Budget. The Liaison will present a budget to the Executive Board that includes all activities that will enable the Committee to achieve its goals for that year as determined by The Excecutive Board.

14. Removal of Committee members

Any member of the Evaluation Committee may removed from That committee with a majority vote of the Executive Board. A replacement will be nominated by the Board Liaison, with a Majority vote required of the Executive Board for approval

15. Duties of the Board Liaison

The Board Liaison is responsible for reporting to the executive Board all activities of the committee, it's decisions, and make Sure the website and association records are consistent with The committees decisions, and the rankings accurately reflect The committees decisions and intent. The liaison will also Maintain hard copy files of all official evaluations for reference And making sure copies are mailed to members when directed.

16. President of Association /Replacement of members

The President is an Ex-officio member of the committee; Vacancies may be filled by majority vote of the Board.