

**EMERALD COAST SOCCER OFFICIALS ASSOCIATION  
BY-LAWS**

## **ARTICLE I - NAME**

This organization shall be known as the Emerald Coast Soccer Officials Association (ECSOA). Within these By-Laws, the Emerald Coast Soccer Officials Association may be referred to simply as the Association.

## **ARTICLE II - PURPOSES**

The Association is a non-profit organization formed to, in general, promote and advance the welfare of soccer by developing referees, providing quality referee services, and by representing local referees as a collective body. The Association provides a mechanism for contracting and collectively billing for services. The Association membership is comprised of independent contractors, who provide referee services. This includes, but is not restricted to, provide referee services for high schools, middle schools, and unaffiliated recreational or intramural leagues.

Additional purposes for the Association include, but are not limited to, the following:

- a. The development and maintenance of experienced and capable athletic officials whose integrity is above reproach, and who are actively engaged each year in officiating soccer games.
- b. Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation and better understanding among officials, administrators, coaches, players, and fans.
- c. Meeting together for the study and discussion of the game rules and interpretations of these rules.
- d. Furtherance of the sport of soccer, recognition of significant accomplishments in area soccer, or supporting other charitable organizations which support the sport of soccer by making charitable contributions.
- e. Coordinate the assignment of its members as officials at soccer matches conducted by client schools in the State of Florida.
- f. Provide education, leadership, training, and clinics in order to develop and refine the officiating skill of the association's members to officiate their soccer matches.

## ARTICLE III - MEMBERSHIP

Any qualified referee in good standing in the community that requests membership, pays appropriate Association fees as stated in Article VI (Fees), and meets the minimum character and technical requirements of the soccer leagues which the Association contracts, is eligible for membership.

Section 1. MEMBERSHIP Association members with unrestricted status are required to be 18 years of age. (This does not apply to those officials enrolled in the FHSAA Student Referee Program.)

Per FHSAA rules, individual officials may not contract with or otherwise offer their services independently to member schools. Continued regular membership in the association requires the following of all members:

- a. Faithful compliance with these BYLAWS and the rules established by the membership of ECSSOA; and all the rules contained in the NFHS Rules Book and FHSAA Officials Handbook that pertain to soccer officials.
- b. Payment of all dues, fines or penalties imposed by ECSSOA and/or FHSAA.
- c. Behavior and conduct in keeping with the National Federation Code of Ethics and the FHSAA Rules of Conduct which will bring credit to ECSSOA and FHSAA.
- d. Attendance at the annual FHSAA sponsored Rules Clinic for Soccer. FHSAA will impose a fine for any official that does not attend the clinic. FHSAA will not allow the association to assign any official to a game with any outstanding fines.
- e. Satisfactory completion and passing of the annual rules examination administered by FHSAA in order to referee Varsity games. Any member that does not meet the minimum grade requirements may still be a member of ECSSOA, but will be limited in their game assignments.
- f. Satisfactory completion of any physical fitness requirements that may be established by the membership or ECSSOA Board of Directors.

Section 2. RESTRICTED MEMBERSHIP Association members with restricted status are not voting members and they are not eligible to serve as an Association official or on an Association committee. Restricted members may only be included among the Association's total membership if their status is consistent with the requirements of the contracted league.

- a. Conditional membership: An independent contractor that is required to have membership in a sanctioned association as a condition for registration with a contracted league shall be granted conditional membership on request. If the independent contractor does not meet the registration requirements for the contracted league, or is found to be in any other way to be in conflict with the membership requirements of the Association, membership will not be granted and conditional membership will be revoked.
- b. FHSAA Student Referee Program: High school students who are at least 16 years of age and registered as a "student official" with a participating league may become student members of the Association. Student officials will not serve as committee members or serve as an Association official.
- c. Youth membership: High school students with sufficient referee experience (other than participating ECSSOA leagues) and that are at least 14 years of age may become youth members of the Association. Youth members are restricted to officiating in leagues that permit their participation. Youth members will not serve as committee members or serve as an Association official.
- d. Secondary membership: Independent contractors that have a different "primary" officials association shall be granted secondary membership. The independent contractor is responsible for fully disclosing relevant information associated with the contracted league(s), and is responsible for ensuring the primary association manages all appropriate reporting requirements to contracted leagues.

Section 3. SUSPENDED MEMBERSHIP An independent contractor that has been suspended or expelled from officiating by the Association shall not be permitted to renew his/her membership until the individual's period of suspension has lapsed or he/she has been reinstated. Additionally, any official not in good standing with the FHSAA to include but not limited to suspension, past due fines, etc... will have their membership suspended. As a result, an official whose membership is suspended is prohibited from further association participation until the matter(s) resulting in suspension are resolved and the officials is in good standing.

## **ARTICLE IV - INDEPENDENT CONTRACTORS**

All persons receiving money from the Association for their services in connection with soccer officiating are independent contractors and are in no way employees of ECSOA.

- a. An independent contractor with the appropriate registrations, experience, and ability may referee in any or all of the leagues supported/assigned by ECSOA.
- b. An independent contractor that is an Association member gets one vote in Association matters regardless of how many of the leagues/levels he/she referees.
- c. All independent contractors desiring to referee for a contracted league must individually meet the registration requirements as mandated by the contracted league prior to consideration for assignment. In addition to the contracted league's registration requirement, independent contractors must be a member of the Association, in good standing.
- d. No independent contractor that is a member of the Association shall actively bid for a contract for which ECSOA has submitted a bid to contract or ECSOA is currently seeking. In other words, an Association member may not compete against ECSOA for a soccer officiating contract. In addition, Association members are not permitted to referee for any league which has declined an Association contract bid. Any Association member found to have violated these requirements shall be subject to punishment as set forth by the Board of Directors. Punishment may include suspension from future game assignments and/or expulsion from the Association. If the Association declines to bid for a contract, or elects not to accept the contract terms offered in response to a contract bid, Association members are not restricted from bidding to provide referee services for that league.

## **ARTICLE V - RECRUITMENT AND TRAINING**

**Section 1. RECRUITMENT** Association officers are responsible for encouraging, supporting, and monitoring the recruiting of qualified new referees.

- a. All Association members shall actively recruit new independent contractors.
- b. Independent contractors shall be recruited without regard of race, gender, religion, or creed. Discrimination in the recruitment of independent contractors will not be tolerated.

**Section 2. TRAINING** Association officers will ensure the training and education requirements of supported leagues (e.g. FHSAA) are met. Training will address specific referee systems and rules adopted for supported leagues, as contracted. Association officers will ensure all officials are trained regarding Association policies and guidelines.

- a. Mentors will be assigned to Student members. Mentors will serve as the primary point of contact for Student members.
- b. All experienced members are expected to constructively mentor junior members (including Student members) that comprise officiating teams.

**Section 3. AWARDS** Outstanding new official recognition.

- a. Nominees should be actively working contests, attending training sessions, received high evaluation marks from the association, and/or received accolades from schools in which they have worked contests. In general, they are a "Stand-Out Rookie Official." In addition, this official must exemplify the highest standards of ethical conduct and moral character. Overall, they shall have made a recent significant contribution in their first year of officiating at a new level.
- b. Nominations can be made by any ECSOA member and shall be voted on by the board of directors at the end of the High School season.

## **ARTICLE VI - BUSINESS CONDUCT**

Section 1. ROUTINE BUSINESS The business of this Association shall be conducted by the Board in accordance with the By-Laws.

Section 2. MEETINGS General meetings of this Association shall typically be held quarterly. During active seasons with contracted leagues, meetings will typically be held on a monthly basis. Meetings will be announced with sufficient notice to encourage maximum participation of the membership.

- a. Business that could not be conducted by the Board, or requires the concurrence of the membership, shall be introduced at membership meetings. Decisions will require a minimum two-thirds (2/3) majority affirmation (yes) vote by the members present at said meeting will be required. Membership is defined in Article III Section I
- b. Meetings called to address the business or requirements (e.g. training) of contracted leagues shall not include agenda items associated with Association business that are unrelated to the stated purpose of the meeting, per league requirements.

## **ARTICLE VII - FEES**

Section 1. ANNUAL FEE All independent contractors will pay \$25 per calendar year, \$15 for those under age 18, for operating expenses of the Association. This fee may be adjusted by the Board of Directors based on a review of operating expenses and estimated expenses of the Association.

- a. Annual fees collected from conditional members will not be refunded if full membership is not granted.
- b. Annual fees may be waived in limited cases for the purposes of recruitment and hardship.

Section 2. MATCH FEES Match fees will include the sum total of referee game fees (referee pay, travel pay, etc.) and Association administrative costs (assignor, disbursement, etc.). Match fees will be established in written contracts with the leagues or league members (e.g. individual FHSAA high schools) contracted by the Association. Administrative costs associated with representing individual contractors as an association will be determined by the Board of Directors and borne by the leagues (and/or league members), rather than assessed on the independent contractors. Contracted association match fees will be commensurate with the Association participation required (assigning, disbursement, assessments, etc.). Match fees are determined and approved seasonally by the Board of Directors based on league (and/or league members) requirements.

- a. League match fees will be contracted that include both ECSOA administrative costs and match fees (plus any travel fees) for independent contractors represented.
- b. For contracted leagues that publish official's fees for independent contractors (e.g. FHSAA), match fees will be contracted that include both the Association's administrative costs and published official's fees (this includes, but is not limited to, travel fees) for independent contractors.



## **ARTICLE VIII - EXPENDITURES**

**Section 1. EXPENDITURE OF FUNDS** The authorized Association officers shall spend Association fees only on costs necessary to operate the Association or on authorized balance reduction actions.

**Section 2. OPERATIONAL RESERVE** All Association fees collected from the membership and supported leagues are intended to cover the operating expenses of the association. Sufficient funds should be kept in reserve to ensure the uninterrupted operation of the Association. Consistent with the non-profit status of the Association, fees on hand in excess of the designated operational reserve shall be reduced using authorized methods.

- a. The Association's operational reserve should not be below \$500.
- b. The Association shall not be responsible for covering unpaid league (league member) obligations to independent contractors. Such disbursements may be made providing sufficient operational funds are on hand, greater than sixty (60) days will elapse before any potential resolution regarding unpaid fees, and an individual Association member can demonstrate financial hardship if the funds are not immediately disbursed.

**Section 3. OPERATING COSTS** Operational costs are those necessary to conduct Association business, disburse payments to independent contractors, maintain Association competition standards, and pay any authorized stipends. Authorized Association costs:

- a. **Business Costs:** Business costs are those resulting from generating official correspondence, contracting for services, assigning, processing billing to supported league (league members), and processing payments to independent contractors. These costs include, but are not restricted to, those associated with using business machines (computer, printer, scanner, labeler, stapler, etc.), acquisition and subsequent maintenance of commercial software (assigning, billing software), acquiring Association business machine supplies (printer toner/ink, staples, labels, etc.), business products (paper, envelope, checks, etc.), shipping/mailling supplies (postage, packaging), and storage (containers, electronic storage media, etc.).
- b. **Reimbursements for Business Costs:** Funds may be disbursed directly to businesses which provide requested services and supplies. Business costs borne by Association members, at the request of authorized Association officers, shall be paid by Association disbursement providing that appropriate proof of payment is supplied to the Treasurer.
- c. **Reimbursements for Independent Contractor's Costs:** Additional costs levied upon independent contractors by contracted leagues, such as background checks or additional specific training, may be borne by the Association as determined by the Board of Directors. Any reimbursements will only be provided to independent contractors that are Association members in good standing, successfully achieve the intended result, and meet minimum standards for game participation in that league.
- d. **Standards Maintenance:** Reimbursement to qualified assessors that conduct assessments required to meet league standards, or to ensure that minimum Association standards are maintained. Training for assessors, officers, or committee members necessary to meet the standards of the leagues supported by the Association. If qualified Association assessors are not available, or independent assessors are required by a supported league, reimbursement to qualified independent assessors is authorized. Assessor fees will be determined by the Board of Directors.
- e. **Stipends:** To offset the extensive effort and repetitive costs associated with the Treasurer position, an annual stipend of \$150 is authorized (over and above costs required to conduct the business of the Association or borne by the Treasurer, which are still paid/reimbursed by the Association).
- f. **Per diem:** To offset the cost and time commitment for travel to regional games, a per diem up to \$20 per official, per day, is authorized from ECSOA funds for High School regional games conducted outside of Okaloosa County. This is in addition to any game or travel fees paid by FHSAA.

**Section 4. BALANCE REDUCTIONS** Association funds in excess of the designated operational reserve shall be reduced by the following accepted methods:

- a. Distribution to the membership, in the form of ECSOA merchandize or referee equipment (uniforms, gear, or accessories).
- b. Charitable donations in the furtherance of the sport of soccer, recognition of significant accomplishments in area soccer, or supporting other charitable organizations which support the sport of soccer.

## **ARTICLE IX - PRINCIPLES OF CONDUCT AND DISCIPLINE**

**Section 1. PRINCIPLES OF CONDUCT** At all times, independent contractors are expected to maintain standards beyond that expected of players, coaches, and spectators. The principles of sportsmanship, ethics, and integrity are to be maintained at all times: before, during, and after matches; when representing the Association at meetings, in communications with the Association or supported league officials, or at community events; and off the field. Detailed guidelines for the principles of conduct are set by the competition.

- a. **High School** Detailed guidelines as stated in the National Federation of State High School Associations (NFHS) Code of Ethics, and FHSAA Rules of Conduct (FHSAA Officials Guidebook, Section 106) shall be the principles of conduct for independent contractors participating in high school contests.
- b. **Middle School** The NFHS Code of Ethics shall be the principles of conduct for independent contractors participating in middle school contests.

**Section 2. DISCIPLINE** The Board of Directors shall ensure the adherence to these principles and these By-Laws. Appropriate disciplinary action for violations will be determined by the Board of Directors and may include, without being limited to: withholding of game assignments; placement on probation or suspension; or reporting to affected contracted leagues as necessary. Disciplinary action by ECSCOA does not prevent, nor does it affect, any disciplinary actions that may be pursued against an independent contractor by a contracted league or league member.

- a. **Preventative Probation** For minor or administrative infractions, an Association member may be placed on probation. Additional infractions (which need not be related to the cause of the original probation) may result in the Association member being placed on suspension.
- b. **Suspension** For repetitive minor or administrative infractions; serious infractions involving sportsmanship, ethical, or integrity violations; or any incident involving violent conduct, an Association member may be placed on suspension. Additional infractions (which need not be related to the cause of the original suspension) may result in the Association member being expelled.
- c. **Remedial Probation** After any suspension, an Association member shall be placed on probation for a period not less than ninety (90) days. Additional infractions (even if unrelated to the original disciplinary action) may result in the Association member being placed on additional suspension or being expelled.
- d. **Expulsion For** severe infractions involving sportsmanship, ethical, or integrity violations; violent conduct; or criminal conduct, an Association member may be expelled.
- e. **Fines or Penalties** Independent contractors that are assessed fines or penalties, or if an independent contractor engages in individual/personal behavior that results in ECSCOA being assessed fines or penalties, are responsible for any fines or penalties assessed. Any fines or penalties assessed to ECSCOA shall be deducted from any unpaid disbursements owed to the responsible independent contractor(s).
- f. **Discipline Requests from Contracted Leagues or Schools** If a contracted school or league request that a specific independent contractor not be assigned to officiate its contests, those requests will be honored provided they are submitted in writing and for just cause (e.g. demonstrated conduct or previously undisclosed conflict of interest). NOTE: These requests will only be honored for regular season home games of the requesting school for the current season.

**Section 3. MEMBER STANDING** An independent contractor that is on suspension is not considered a member in good standing. A member that is not in good standing shall be paid any match fees owed to them (minus any fines or penalties assessed to ECSCOA for their actions), but will not receive any other benefits (e.g. distributions from reserve reduction actions).

- a. An Association member is eligible to renew their membership while on suspension if the suspension extends into the next Association year.
- b. An Association member placed on suspension shall have their status reported to contracted leagues and be subject to the registration and/or disciplinary actions of the contracted league.

**Section 4. APPEALS** An independent contractor who has been disciplined may appeal the punishment to the ECSCOA Grievance Committee. The independent contractor may appeal to the respective league(s) affected

(provided a league will accept such a grievance, such as FHSAA) only after the ECSEA Grievance Committee process is completed.

## **ARTICLE X - ASSIGNMENTS**

**Section 1. PROCESS** The assignment process is critical to the professional execution of our Association's responsibilities. As such, all referees are expected to strictly adhere to established Association assignment policies and procedures, as documented in "ECSOA Match Assignment Process."

- a. Active participation in the automated assigning process is a prerequisite to Association match participation and individual members must bear the burden of providing the necessary information to support the assigning process.
- b. Independent contractors must keep their contact information up to date.
- c. Independent contractors must maintain their availability.

**Section 2. CONFLICTS OF INTEREST** The Association is determined to maintain the highest ethical standards and care should be taken by all members to avoid any suggestion of impropriety or preferential treatment. It is the responsibility of independent contractors to declare any potential conflicts of interest associated with supporting active Association contracts.

**Section 3. ASSIGNOR(S)** Match assignments will be made only by designated individuals, referred to as Assignors.

- a. Assignors will be responsible for meeting the requirements of that position established by contracted leagues, including fees associated with assignor registration.
- b. The assignment of independent contractors will be done using only qualified assignor(s) and using the approved assignment procedures of the contracted league.

**Section 4. ASSIGNMENT TO MATCHES** Match assignments will be made according to the established requirements of contracted leagues.

- a. Assignments shall be made according to documented criteria, maintained by the Requirements committee, and reviewed by the Assignment committee.
- b. Assignments of independent contractors will not violate a written request for an individual to NOT officiate, for just cause, originating from:
  - (1) a contracted school: matches hosted by a specific school, involving a specific school, or held at a specific school's campus.
  - (2) a contracted league: matches involving specific teams in contracted leagues.

**Section 5. ASSIGNMENT TO POST-SEASON MATCHES** Match assignments, or recommendations for independent contractors that should be considered for match assignments, will be made according to the established requirements of contracted leagues (if supplied), or by current FHSAA processes/procedures.

**Section 6. ACCEPTANCE OF ASSIGNMENTS** Once matches are accepted, you have a professional obligation to honor that commitment.

- a. Tentative assignments posted to the Referee Assistant web site must be ACCEPTED or DECLINED by the independent contractor within 48 hours (2 days) from the moment they receive initial e-mail notification of the assignment.
- b. In situations when match assignments are made by the Assignor with less than 72 hours prior to the scheduled match(es), independent contractor will still receive an initial e-mail notifying them of the assignment. However, the assignment will be shown as "pending" and the independent contractor will be unable to accept/decline using the Referee Assistant site. This intentionally forces the independent contractor to directly contact the assignor for prompt acceptance/refusal via phone or e-mail (due to the minimal time available to confirm).

If an independent contractor needs to get out of an assignment, it is necessary to contact the assignor directly to request the change. Independent contractors are never authorized to arrange their own replacement for matches. Individuals cannot decline an ECSOA assigned match to take on another assignment without the assignor's permission.

**Section 7. CONTACTING THE ASSIGNOR** There are a number of situations when contacting the assignor directly is necessary.

- a. After accepting an assignment, your availability changes and you need to return an assignment.

- b. An unavoidable situation occurs which prevents you from making your assigned match(es).
- c. You are tentatively assigned with less than 72 hours prior to the scheduled match(es).

If an independent contractor needs to contact the assignor directly, they should be prepared to use a range of options depending upon the hour and the situation. Multiple attempts using known contact numbers should be used by the independent contractor in any attempt to contact the assignor (or a designated alternate), and the independent contractor should continue contact attempts until able to speak to the Assignor(s) directly and in person.

Section 8. DISCIPLINARY ACTIONS Any independent contractors that do not follow established guidelines will be subject to probation and/or being removed from consideration for match scheduling for the remainder of an active ECSOA competition season.

If an independent contractor fails to show for an accepted match assignment, the independent contractor will not be paid for the match and may be charged for any financial repercussions, including travel costs for the teams involved and compensation paid to the referees that did show, for events that are cancelled for fault.

## **ARTICLE XI - OFFICERS AND APPOINTEES**

**Section 1. BOARD OF DIRECTORS** The business of the Association shall be conducted by a representative Board of Directors, which may be referred to simply as the Board. The Board will be comprised of four elected officers; President, Vice-President, Secretary, and Treasurer. Officers elected to these positions automatically become members of the Board.

- a. The officers shall serve for a minimum of two (2) years and until their successors are elected. Their term of office shall begin at the time at which they are elected.
- b. There are no limits on the number of consecutive or total terms that an individual member can serve on the Board or in a specific Board position.
- c. No member shall be elected to more than one Board office at a time.
- d. Decisions of the Board will be determined by simple majority vote. In the event of a tied board vote, volunteers will be solicited from the membership at large and one will be randomly selected to hear the issue and cast the deciding vote.

**Section 2. OFFICERS** The Board Officer responsibilities:

- a. **President** The President shall act as the chief executive officer of the Association. He/she shall preside at all meetings of the Association and the Board. He/she shall conduct or cause to be conducted, all negotiations on behalf of the Association and make every reasonable effort to further the policies adopted by the Association and by the Board.
- b. **Vice-President** The Vice-President shall work in concert with the President to conduct the affairs of the Association and the Board. He/she shall perform such other duties as may be prescribed by the President or by the Board. In the temporary absence or incapacity of the President, the Vice-President shall preside over the business of the Association and the Board.
- c. **Secretary** The Secretary shall keep a written record of all meetings of the Association and the Board, send out all notices and prepare requests for sanction, preserve all records, and have charge of the necessary printing and publications ordered by the Association. The Secretary shall perform other duties as may be prescribed by the President or by the Board.
- d. **Treasurer** The Treasurer shall collect and have charge of all fees and dues, place all receipts of the Association into one fund from which all expenses and disbursements shall be made, and ensure that all disbursements of the Association's funds are made only for authorized Association purposes. The Board shall approve an outline of such purposes.

**Section 3. ADDITIONAL RESPONSIBILITIES** The President, Vice-President, and Treasurer are the only Board officers that are authorized to disburse money/sign checks. No Association member shall hold more than one Board office at a time with the following exceptions:

- a. The Vice-President shall, in the temporary (90 days or less) absence or incapacity of the President, be vested with all the powers of the President.
- b. The Secretary and Treasurer positions may be combined.

**Section 4. STIPENDS** A stipend shall be provided to the Treasurer to offset the extensive effort and repetitive costs associated with the Treasurer position.

**Section 5. ELECTIONS** Elections for board member will be held in April. The President and Secretary elections shall be held during even year, ie 2014, 2016, etc. Vice-president and treasurer elections shall be held during odd years, ie 2015, 2017, etc. Elections will be determined by a majority of a quorum (minimum 51% of Membership – Article III Section 1) of the members in good standing present and voting. These officers shall have the duties prescribed by these by-laws and by the parliamentary authority adopted by this Association. There are no limits on the number of consecutive or total terms that an individual Association member can serve on the Board or in a specific Board position. However, no member can serve concurrently in more than one board position, with the exception of the Secretary and Treasurer positions (which may be combined).

**Section 6. VACANCIES**

- a. **President** A vacancy shall be filled by a special election for the remainder of the term. In the interim, before the special election, the Vice-President shall assume the duties of the President.

- b. Other Officers A vacancy shall be filled by an appointment by the President with approval of the other elected officials; such successor to serve the remainder of the term.

Section 7. REMOVAL OF OFFICERS An elected Board officer may be subject to impeachment by referendum upon formal petition by twenty-five (25) percent of the independent contractors. Three-fourths affirmative vote of the independent contractors is required for impeachment. All Association members not present at the time of the impeachment vote must be polled by letter or have previously provided another Association member, in writing, with the power to cast his/her vote.

Section 8. APPOINTMENTS Assignors, members of committees, and interim Board members shall be appointed by and serve at the discretion of the President with the approval at least 50% of the Board.

- a. The President shall have the authority to appoint an assignor, with the responsibility to ensure the assignor is qualified to assign referees appropriate for the competition. The Association must be represented by an assignor, but the President has the discretion to appoint additional assignors to adequately support contracted leagues (league members).
- b. The President shall have the authority to appoint Association members to the committees outlined in Article XI (Committees), including temporary committees established at the discretion of the President.
- c. The President shall have the authority to appoint other Association members to carry out the responsibilities of any other Board officer temporarily absent or incapacitated, or Board officers that resign or are removed prior to an election being held to determine their replacements.

## ARTICLE XII - COMMITTEES

Section 1. APPOINTMENT The committees of this Association shall be appointed by the President with advice and approval of the Board.

- a. An Association Officer or an Assignor may only be assigned to one standing committee, and they may only participate as a non-voting member. Only one Officer may serve on a committee in an ex-officio capacity. An Officer must recuse himself/herself if they are party to, or otherwise involved in, an appeal.
- b. No Association member may serve on more than one committee.
- c. Committees will be comprised of three (3) or five (5) voting members.

Section 2. COMMITTEES As a minimum the committees of this Association will consist of:

- a. Evaluation The Evaluation Committee shall determine the procedures for, and select individuals who will assist with, the evaluation of member officials within the Association. Officials will be evaluated at least once during each season, with officials in their first two years evaluated periodically during the year.
- b. Assignment The Assignment Committee shall oversee the contest assignment procedures as implemented by the Assignor(s). The composition of officiating crews, each member official's schedule of assigned contests, and the requirements of contracted leagues will be reviewed and approved. The committee will make the Assignor(s) aware of any necessary corrections before the assignment schedule is submitted to the membership. It is not implied that the Assignment Committee is to make assignments.
- c. Recommendation The Recommendations Committee is responsible for reviewing the evaluations of each member official during the regular season. This committee is also responsible for preparing and submitting to the supported leagues a list of member officials who deserve consideration for assignment to post-season tournaments. The Assignor should act on the recommendations of this committee.
- d. Grievance The Grievance Committee is responsible for hearing complaints and appeals made or brought by one or more Association members. Association members who have grievances because of penalties may appeal under the provisions of these By-laws.
- e. Education/Training The Education/Training Committee is responsible for the planning, content, and implementation of training sessions. Training will be provided on contracted league's policies, procedures, rules, and mechanics. Curriculum will be with current and effective content and methods.

Standing committees will be consistent with those required by supported leagues (e.g. FHSAA) with their duties consistent with those defined by the individual leagues. The President and/or Board may appoint additional committees as necessary.



### **ARTICLE XIII - AMENDMENTS**

These By-Laws may be amended upon formal petition by 25 percent of the general independent contractors. One-half plus one affirmative votes of the voting Association membership are required for amendment.