

ATHLETIC COUNCIL MEETING November 19, 2008 – Agenda item 10.3.6

Ad Hoc Committee- Section Office Review Report – November 2008

Ad Hoc Committee: Chairperson-Chuck Amo

NFL & NO Rep: Cindy Bullis

ECIC & Buffalo Rep: Chuck Amo

STier & MM Rep: Don Scholla

Section reps: Diane Munro, Bob Dinse, Cindy Szczesny

Charge: To review overall office efficiency issues specifically the current process of central management and assigning of officials through TheArbiter, the website, and other work related activities.

Goal: To improve efficiency by redirecting workload to the leagues and outside agencies where possible.

Items highlighted in yellow are reminders to the responsible parties.

Two committee meetings were conducted: Oct. 8 and 15, 2008

SECTION 6 WEBSITE:

- 1) Sports web pages will represent varsity only
- 2) The current template for the sports landing pages will be improved. A template for individual sports and team sports pages will be developed. Consistency in content and appearance will be stressed. Tim McMullen, Allegany-Limestone, has offered to work with Section 6 and BOCES as a web-page consultant to assist with this task.
- 3) Links to outside sites will be preceded with a disclaimer as per BOCES policy.
- 4) Sportchairs need to be trained in 1) Schoolwires and web technology 2) BOCES standards
- 5) A date will be set for BOCES training in schoolwires based on potential participants.

Still to be addressed

- 1) Should the maintenance of a web page be an expectation of sportchairs?
- 2) Guidelines/rules for sports pages must be developed. i.e.: no blogs, no photos of athletes without parental release and comments must adhere to Section VI mission and policies, etc.
- 3) Sportchairs also need to be trained in 1) Section 6 Policies 2) ethics
- 4) Loss of 10 years of history from the previous website: The data will be saved by BOCES to a CD and delivered to the Section office. Conversion of the data to the new website format and making it accessible will be addressed. How much of the data should be converted? Who would perform the task?

Response from Sportchairs as of 10/22/08:

- a) Training by BOCES in Schoolwires- interested parties:
 - Baseball - Bob Kowal, Lake Shore
 - Field Hockey and Girls Basketball- Jeff Costello, Barker
 - Girls Golf- Betsy Ulmer
 - Ice Hockey- Mark DiFilippo, Niagara Wheatfield
- b) Current sports that have a website to be linked to:
 - Girls Lacrosse: <http://www.wnygirlslax.com/>
 - Girls Soccer: <http://www.sectionvsoccer.net/index.cfm>
 - XC, Indoor and Outdoor Track: <http://www.section6runs.com/>
 - Boys basketball - website by Garrett Layton (?)

TheArbiter:

The Section office will continue to be responsible for:

- 1) Management of fingerprinting and certification of officials; processing clearance denials and subsequent arrests.
- 2) Development, communication and enforcement of the timeline for assigning officials in TheArbiter (Officials Coordinator)
- 3) Numerical ranking of officials: The Officials Coordinator will blend the rankings collected from Section Sportchairs and the Officials Organizations into a Section ranking which will be entered into TheArbiter by the office staff.
- 4) Maintenance of the officials data base: Add/ rank new officials, scope assigners, send welcome and instructions. Delete officials as requested by sub-assigners.
- 5) Communications with assigners: Timeline/ Responsibilities (regarding the rosters, etc.)
- 6) Communications with officials each season regarding registration requirements.

Recommendations for change to decrease office workload:

- 1) TASK: Training in TheArbiter for new sub-assigners
RECOMMENDATION:
 - Officials Organizations must be responsible for training their officials in TheArbiter as well as their sub-assigners. All calls from officials will be directed to the sub-assigner of the organization.
 - Leagues will be responsible for training their league-assigners in TheArbiter
 - Future training should be conducted by TheArbiter tech support or by an individual hired by the officials organization(s).
- 2) TASK: Complete the upload of ice hockey, indoor track, and the post-season soccer schedules. Complete prep in the arbiter and resolution of design issues for assigning the new sports.
RECOMMENDATION: Discontinue plans to add new sports to TheArbiter for assigning officials (ice hockey, indoor track) Discontinue the pilot program to assign sectionals at this time for all sports except girls soccer
- 3) TASK: Upload the winter sports schedules for the Buffalo and MM leagues.
RECOMMENDATION: Buffalo and MM have been requested to enter their league schedules directly into TheArbiter avoiding upload. Assigners will be referred to TheArbiter tech support if there are problems or questions.
- 4) TASK: Auto-assign the winter sports for the Northern leagues
RESOLUTION FOR WINTER: League assigners who share officials for these sports have agreed to assign their own contests (manual or auto)
- 5) TASK: Import STier winter schedules from LeagueMinder. Work with LM tech support to establish correct mapping for STier teams. Work with ADs to verify accuracy of import & make corrections.
RECOMMENDATION: Continue to work with LM tech support for 08-09 to establish correct mapping. For 09-10, set up each STier "sport assigner" to do this task. Ask AD's to verify imported schedules and contact the **assigner** to make corrections. (Ask D.Scholla/D.Cassidy to emphasize this)
- 6) TASK: Develop process for merging G.Neunder's account with Section 6 for 2009 baseball/softball
RECOMMENDATION: Allow Mr. Neunder to assign these sports in his account as he did in 2008.

Still to be addressed:

In keeping with the Superintendents decision in Sept.2003 that all officials who work contests in Section must be fingerprinted, all sports in all leagues eventually will be assigned in the system where the data base of fingerprinted officials is maintained. The system chosen by the Section is currently TheArbiter. **Long range plans need to be developed for the following:**

- 1) **Assigning sports which currently are not assigned in TheArbiter:** Football in the STier, Ice Hockey, Indoor Track, Baseball and Softball (G.Neunder), Gymnastics Boys and girls
- 2) **Assigning post season schedules** in the arbiter (Section sportchairs).
- 3) **Central payment of officials:** This was successfully piloted two years ago through BOCES using LeagueMinder. It was temporarily discontinued by the decision to change to TheArbiter. Does the Section wish to continue towards this goal??