

**2023-24 Eastern Connecticut Conference
Advisory Board Policies and Practices Manual**

Table of Contents

ECC Budget Preparation and Implementation Protocol	2
ECC Tournament Site Selection Protocol	3
ECC Gold Pass Policy	4
Protocol in Emergency Situations	5
ECC Scheduling Policy and Protocol	6
Protocol on ECC Sportsmanship/Leadership Workshops	7
ECC Tournament Responsibilities	8
ECC Policy on Sub-Varsity Tournaments/Participation	9
ECC Sport By-law timeline	10
ECC Sport Committee Chairs	11
Opt-Out Protocol for All League Games	12
Eastern Connecticut Conference Opt-Out Report	13
Policy on Ticket Prices and Complimentary Passes	14
ECC Tournament Game Expenses	15
ECC By-law on Divisional Alignment and Scheduling	16-17
Forfeit Protocol	18
Common agenda for pre-season sport committee meetings	19
ECC Policy Statement on Security/Sportsmanship	20
Rules and Regulations for Turf Field Usage	21
ECC Scholar-Athlete and Sportsmanship Award	22
ECC Policy for Single Sport Membership	23
ECC Co-op Team Application for League Approval	24
ECC Application for Membership	25
ECC Sport Chairs and Committees	27
ECC Tournament Director Responsibilities	29
ECC Media Contacts	30

ECC Budget Preparation and Implementation Protocol

PREPARATION

Step 1: Sport Chairs compile pertinent information concerning proposed sport budgets for the following year. This should include research and input from coaches, site directors, officials, facility issues, and league policies.

Step 2: Sport Chairs will submit proposed budget figures on standard ECC form to the league treasurer one week prior to the advisory board budget approval meeting. These budgets should be all-inclusive containing best estimates based on appropriate research and should be done in standard form as adopted by the ECC.

Step 3: Proposed budgets will be assembled and compiled by the league treasurer for presentation to the Budget Review Committee. (This committee will consist of the executive committee of the advisory board.) This committee shall review the budgets and shall make a report on their findings, including budget recommendations, to the ECC Advisory Board for its consideration at their May meeting.

Step 4: At the May meeting of the Advisory Board, the members shall vote on a final, comprehensive budget to be submitted to the principals for their consideration and approval at the spring meeting of the Executive Board.

Implementation

Step 1: The Sport Chair and the Site Director, if they are not the same, consult prior to the league tournament in order to ensure proper implementation of the budget.

Step 2: It is the responsibility of the Sport Chair to ensure that each line item is adhered to in the implementation of the budget. If unforeseen circumstances or an emergency dictate, the Sport chair may request of the executive committee the authority to exceed the parameters of a specific line item. The authority must be generated electronically or in writing, not by verbal approval. Sport Chairs need to keep in mind that they have line item responsibilities.

Step 3: Within 10 days of the completion of the tournament, the Sport Chair shall submit to the league treasurer the following:

1. A list of names and addresses and addressed envelopes for all personnel, including officials, who provided services at the league tournament.
2. Copies of all expenses incurred, including invoices and receipts, for all providers/vendors.
3. All authorizations for line item overages.

4. A final summary sheet of expenditure and revenue for the league tournament.
5. Final budget summary is presented to the Advisory Board by the Sport Chair.

ECC Tournament Site Selection Protocol

Step 1: A request to host is discussed by all member schools interested in hosting the following year's tournament at the seasonal advisory board by-law review meeting.

Step 2: The advisory board shall consider all the requests, discuss, and vote on site selection.

ECC Gold Pass Policy

An ECC Gold Pass, entitling the holder to lifetime admission to all ECC events, shall be awarded to any coach or athletic director who completes 15 years of service, at least 10 of which must be in the ECC. Names of eligible candidates shall be submitted to the awards committee chairperson at the spring dinner business meeting. Passes will be distributed at our August advisory board meeting. The first card will be awarded to the individual free of charge. Processing of duplicate cards will cost the individual coach or athletic director \$10.00.

Protocol in Emergency Situations

In the event of an emergency such as one similar to September 11, 2001, ECC member school principals and athletic directors must adhere to the following protocol with respect to make up of athletic events:

1. The principal who is the ECC president will assess the emergency and make a recommendation to members in a timely manner.
2. The principal will forward the recommendation by direct phone conversation with each member, whenever possible, and by e-mail.
3. If based on differing circumstances some member principals disagree with the league president's recommendation, those principals will cooperatively work out a mutually acceptable alternate solution. (This allows for continuity while allowing individual principals to also have a say. The league president gives direction, but not a blanket directive to members.)
4. Principals will rely on athletic directors for counsel regarding games and scheduling, timely rescheduling, and other athletic matters.
5. Principals must use direct conversation as a primary means of communication and not rely on e-mail or voice mail in emergency situations.

ECC Scheduling Policy and Protocol

All ECC schedules shall be developed by the scheduling committee and presented for approval by the advisory board. ECC master schedules must be blind to holidays with the exception of those federally mandated. No modifications will be made to master schedules concerning religious holidays, although the scheduling committee will note them. Participating schools have the right to alter the master schedule for appropriate reasons.

Starting Times

1. The ECC recommended starting times are noted in the sport specific by-laws.
2. All by-laws must include league recommended starting times.
3. A reasonable warm-up time must be given to the traveling team, as the safety of athletes is paramount.

Scheduling, Postponement and Rescheduling

1. The league-adopted schedule must be adhered to unless there is mutual agreement between Athletic Directors of opposing schools. If mutual agreement cannot be reached, the matter should be referred to the chair of that specific sport for mediation. If the issue cannot be resolved at the sport chair level, it should then be referred to the Executive Committee of the Advisory Board.
2. In the event of postponement, the sport specific rescheduling procedures within the by-laws will be followed.
3. Saturday and Sunday should be considered as a “next available date.”
4. League scheduling has priority over non-league scheduling. Divisional play has priority over non-divisional play.
5. If two teams cannot agree within 48 hours for a rescheduled contest date, the athletic directors of the schools involved are to contact the sport chair for a recommendation.

Postponement Procedure

1. It is the duty of the “Home” school to contact the “Away” school in a timely manner.
2. Phone contact should be made with follow-up through email.

Protocol on ECC Sportsmanship/Leadership Workshops

1. The ECC shall sponsor a workshop prior to the spring sports season at which time student athletes will be asked to address the issues of sportsmanship and leadership.
2. Each school will be asked to send 10 student-athletes (preferred juniors)
3. The curriculum for the workshop will be created by the sportsmanship chair and he/she shall be responsible for implementing the workshop.
4. The dates for the workshops shall be included in the Master Calendar of events for the ECC.

ECC TOURNAMENT RESPONSIBILITIES

A **Site Director** is an AD hosting an ECC Tournament at his/her school's facility. A Site Director will be paid according to the ECC Stipend Schedule below.

A **Tournament Director** is the AD in charge of a sport that runs a tournament (the Sport Chair). A Tournament Director will be paid according to the ECC Stipend Schedule below.

If the Site Director and Tournament Director are the same individual, they will be paid the higher stipend but not both.

	STIPEND - \$250.00	Stipend - \$350.00	Stipend - \$250.00	Stipend - \$150.00
SPORT	Chairperson	Tournament Director	Site Director (Multi Day)	Site Director (One Day)
FOOTBALL (NO TOURNAMENT)	C			

BASEBALL		TD	SD*	SD
BASKETBALL		TD	SD*	SD
CHEER		TD		SD
CROSS COUNTRY		TD		SD
GOLF		TD		SD
GYMNASTICS		TD		SD
SOFTBALL		TD	SD*	SD
SWIMMING & DIVING		TD		SD
TENNIS		TD	SD*	SD
INDOOR TRACK		TD		SD
OUTDOOR TRACK		TD		SD
WRESTLING		TD	SD*	SD
FIELD HOCKEY		TD		SD
SOCCER		TD	SD*	SD
VOLLEYBALL		TD	SD*	SD
LACROSSE		TD	SD*	SD
FENCING		TD		SD

LEADERSHIP	C			
AWARDS	C			
T-SHIRTS	C			
Unified Sports			Basketball	Soccer/Track

ECC Policy on Sub-Varsity Tournaments

1. The ECC shall not organize any sub-varsity tournaments in any sport.
2. Individual schools may develop and host tournaments for JV players with participation for any member school being optional.
3. The ECC shall not facilitate school sponsored JV tournaments but any JV tournament hosted by member schools shall conform to any other ECC guidelines for tournament play.

ECC Policy on Sub-Varsity Competition

Seniors may only participate in sub varsity athletics upon mutual agreement of the athletic directors involved.

ECC Sport By-law timeline

Step 1: Sport chair meets with his/her sport committee in the pre-season to talk about possible recommendations for by-law changes. Changes are suggested and debated at this meeting in order to set the by-law agenda of the Annual Business Meeting. The sport chair plays a strong leadership role in these proceedings attempting to guide the committee to appropriate action. The sport chair is not merely an advocate for the coaches but should play a key role in formulating by-laws consistent with league practices and policies.

Step 2: Sport chair meets in the postseason with his/her sport committee at the Annual Business Meeting in order to finalize proposed recommendations to the Advisory Board for sport by-law changes. Sport chair should again play a strong leadership role in formulating appropriate by-law changes.

Step 3: The sport chair presents recommended by-law changes to the league Athletic Director's by e-mailing suggested changes to the advisory board executive committee at least two weeks prior to the Advisory Board's scheduled by-law meeting. The modified set of by-laws should be presented as a whole and in the format adopted by the Advisory Board (see attachment).

Step 4: The by-laws are presented and debated at the scheduled Advisory Board meeting with further changes possible as voted by the Advisory Board.

Step 5: Sport chair arranges the by-laws and changes in the adopted format and sends them immediately after the Advisory Board meeting to the advisory board executive committee for review and presentation to the league principals at their seasonal Board of Directors meeting where the final version of the by-laws is arrived at after consideration and possible amendment by the Executive Board.

Step 6: The sport chair shall send completed by-laws ("clean copies") to the advisory board executive committee for final review before presentation to members of the Advisory Board. These are final copies to be distributed to and utilized by the various sport committees.

ECC SPORT COMMITTEE CHAIRS

DUTIES AND RESPONSIBILITIES:

1. Conduct a pre-season coaches meeting at location/time assigned by chair.
2. Prepare and submit a working budget for sport specific tournament expenses to the advisory board executive committee one week prior to the advisory board budget meeting.
3. Conduct a postseason by-law meeting.
4. Conduct an all-star selection meeting at location, time assigned by chair.
5. Present sport specific by-laws to the Advisory Board.
6. Distribute approved sport by-laws to league athletic directors by uploading to "ECC Athletic Directors" in google drive and email sport specific head coaches.
7. Communicate with the advisory board executive committee, athletic directors and sport specific coaches throughout the season with updates on standings, tournament information and coaches' attendance at scheduled meetings. Updated tournament information and pairings should be released to all relevant parties immediately after league tournament play. Relevant parties include media outlets, league website coordinator, executive committee, league athletic directors and sport specific coaches.
8. Organize and supervise the running of the sport specific tournament.
9. Present championship awards at the sport specific tournament.
10. Act as a spokesperson for the coaches of that specific sport at Advisory Board meetings.
11. Work with the Advisory Board and the Executive Committee of the Advisory Board on issues and concerns relating to that specific sport.
12. Work closely with the officiating board representatives (Board President, Assignor) in providing a smooth operation of league games.
13. Keep coaches informed of sport specific matters discussed at the Advisory Board and/or Board of Directors meetings.
14. Resolve minor issues that occur during the regular season of that specific sport. Bring to the Executive Committee of the Advisory Board major issues occurring during that specific sport season for resolution.
15. Be the spokesperson of that specific sport to the media.
16. Prepare and submit a financial report consistent with ECC protocols.
17. Generate and distribute all-star, honorable mention, scholar-athlete and sportsmanship certificates and pins to head coaches no later than the coaches' dinner following the conclusion of the season.

18. Handle rescheduling conflicts with the assistance of the advisory board executive committee.
19. In the instance where the sport chair cannot fulfill their duties, the assistant chair will assume that role.
20. In the instance where the sport holds a tournament at multiple sites on the same day/night, the assistant chair will be responsible for event supervision as directed by the tournament chair

Opt-Out Protocol for All League Generated Games

Opt-outs are available for league generated contests for the purpose of student-athlete safety, not for the basis of wins and losses. Opt outs are not available to schools that are placed within the same division within the ECC divisional alignment. If you opt out of a contest within the same league post season tournament bracket, you will deem your team ineligible for postseason play within the conference. (Ex: A D2 team opts out of a league generated contest against a D1 team in boys basketball, the D2 team is ineligible for ECC post season play).

Schools can request opt outs against any non divisional opponent by using the Opt-Out Request Form. The form must be submitted to the opposing Athletic Director, League Chair, Sport Chair and Sport Scheduler for review. If agreement is not reached, the school that is requesting the opt out may appeal to the league Chief Advisory Officer. The decision of the CAO is final.

The opt-out must be formally submitted no later than one week following the distribution of the final ECC league generated schedule.

Opt-Out Policy for Seeding in ECC Tournaments

Schools that opt out of regular season games that are not within the same tournament bracket and have been approved will be assigned a win or loss strictly for qualifying and seeding purposes of an ECC Tournament, where winning percentage in league-generated schedules is a criterion.

Eastern Connecticut Conference
Opt-Out Report

Google Form starting in the fall of 2023

Policy on Ticket Prices and Complimentary Passes

It shall be the policy of the ECC to honor the following passes, which will admit two (2) to all ECC Regular Season Athletic events.

1. ECC issued regular season complimentary passes
2. ECC Gold Pass
3. CT. High School Coaches Association Pass
4. CIAC Officials Pass (Sport/Card Specific)

Pass admittance to ECC Tournament Events will be only to those persons possessing the following passes. Each will admit two (2) to all tournament events:

1. ECC Gold Pass
2. ECC issued regular season complimentary pass (ECC Principals Pass)

Athletic Directors will call the sport chair with a complimentary list of coaches/others to be allowed into an ECC Tournament Event. League member schools will be limited to how many individuals may be submitted on a complimentary list. If your school is involved in the contest being played, you may submit up to eight (8) names to the league sport chair. If your school is not involved in the contest, you may submit up to three (3) names. CIAC Officials Pass will not be accepted for league semi-final and final contests.

Ticket Prices for all Tournament Events that are ECC revenue generated events are \$10 adults, \$5 for students, \$5 for Senior Citizens, and Children under 5 are free. **Note:**

Boys/Girls Basketball Semi-Finals and Finals Tickets are \$10 for all spectators. Children under 5 will be admitted free to the Boys/Girls basketball semi-finals only. All spectators will need a ticket to enter the Boys/Girls basketball finals. Ticket sales for ECC revenue will begin during tournament play at various stages dependent upon sport. Earliest will be quarterfinals and the latest will be semi-finals.

It is important that Athletic Directors notify their gate people of the status of these passes. Advise coaches to bring passes to events. Students are not eligible to use any of the aforementioned passes.

ECC Tournament Game Expenses

It shall be the policy of the ECC to cover the expenses of conference-sponsored tournaments that are held at league appointed neutral sites, as planned for in the annual ECC budget. All other league tournament game fees that are held at the site of the higher ranked team will be the responsibility of the host school.

ECC By-law on Divisional Alignment

Yearly Gender Based Enrollment Divisions (Based on Oct 1st numbers)

Each Year the league will reset divisions per the enrollment numbers issued to CAS on October 1st. Cross Country, Indoor Track, Outdoor Track, Fencing are exceptions to the Gender breakdown (Based on common coaching staffs)

Competitively Balanced Divisions

- Divisions will be competitively balanced.
- No divisions will be smaller than 4
- The ECC Sport chairperson will recommend the best divisional alignment in order to create competitive league generated schedules
- The ECC Sport Chairperson will communicate with the specific sport scheduler regarding the league generated schedule

Divisional Movement/Initial Alignment

ECC Sport Chairperson recommendation – Rules for the Chairperson to follow:

- Movement can be across multiple divisions
- Must maintain the philosophy of competitive divisions.
- The sport chair will work in consultation with the executive committee on sport specific alignment. Placement of all schools will be communicated to all athletic directors from the sport chairperson prior to sport chairperson recommendation to the executive committee
- All schools have the option to appeal all placement utilizing the league electronic document. Three years of data will be requested from schools who initiate an appeal.
- The executive committee release of the divisional alignment is the final step of a three-step process. We follow the process:
 1. Enrollment placement of all schools who offer sport (ex: 1-14, 1-19)

2. Sport chairperson recommendation (all appeals must occur within two days after the alignment recommendation from the sport chairperson. Appeals are made utilizing the league electronic document)
3. Executive committee

Appeals/Alignment

Appeals should be completed electronically using the league provided appeals form. Schools should follow with communication to the league chairperson. The league chairperson will form an appeals committee consisting of three athletic directors of his/her choice. The athletic directors must not be members of the executive committee or the sport chair. Data from the executive committee decision and the appealing school will be considered in the appeals process. The appeals committee will meet upon the request of the league chairperson to make a decision of granting the appeal, thus sending the alignment process back to the executive committee or denying the appeal and moving forward with the executive committee decision. Any appeal of an executive committee decision will be presented to the chief advisory officer. The decision of the chief advisory officer is final.

Scheduling

There shall be a Scheduling Committee appointed by the executive committee of the Advisory Board for generating comprehensive league schedules. The Scheduling Committee shall create schedules for each sport that attempt to provide each member school an optimum schedule compliant with CIAC limitations. Schedules are generated by the Scheduling Committee through recommendation of the sport chair, executive committee and upon approval of the Advisory Board. All league schools may choose not to play each other in non-divisional league generated games based upon the league's opt-out policy (revised opt out policy per advisory board approval-2023)

Forfeit Protocol

A forfeit game shall count as a victory for the team declared the winner and as a loss for the team declared a loser in determining tournament qualifications and league standings.

A team shall forfeit a game if the game is not played due to a team refusing to play after being instructed to do so as a result of the league adopted schedule.

A member school that has not come to a mutual agreement to use the opt-out protocol with another league member will play all league-scheduled games. If a team does not play a league-scheduled game, the offending school will pay for all expenses incurred by the opponent (i.e. bus costs or home game costs such as officials, police, ticket takers, etc.) and pay a \$250 fine to the ECC general operating fund.

Common agenda for pre-season sport committee meetings

1. Introduction of all coaches and AD in attendance. Take attendance by school.
2. Review changes to by-laws (by-laws can not be changed at this meeting)
3. Review CIAC, NFHS rule changes
4. Discuss for a recommendation (if appropriate) to the Advisory Board– tournament site for the following year.
5. Discuss for a recommendation to Advisory Board– scheduling issues and divisional alignment for following year
6. Review tournament dates and qualification standards. Discuss other important dates (Invites, 1st play date, etc.). Opt-outs needed for seeding purposes.
7. Officials – possibly invite representatives from the officials group.
8. All-Star meeting date.
9. Share/Create directory of coaches.
10. Protocol for coaches with issues. End of the game handshake.

ECC Policy on Security

Adequate security must be present at all league and tournament contests in sufficient numbers to maintain control. The amount and type of security will depend on the estimated size of the crowd and the rivalry involved. Many cases of disorder can be prevented by removing obvious troublemakers before the individuals have an opportunity to create an incident. Irresponsible behavior, drinking and gambling are not allowed at any ECC regular season or postseason contest. It is the responsibility of the host school (regular season) or site director (tournament contest) to see there is adequate supervision and security of the contest as well as parking areas used in conjunction with all events, including visiting buses and officials parking. Specific guidelines for all ECC schools to follow:

1. Schools should make their student bodies aware of the importance of good spectator behavior
2. Upon request of visiting team a security escort should be provided for all team members and coaches to locker room and buses
3. All visiting teams are responsible for the conduct and supervision of groups under their charge
4. Athletic Directors should keep each other informed of any potential problems at game sites
5. Sportsmanship statement should be read at all games when PA systems are available

ECC Statement on Sportsmanship (1)

The ECC, along with the CIAC, has made a commitment to promote sportsmanship in all athletic contests. Please show respect for all players, coaches, game officials and spectators. Anyone violating our “Standards of Sportsmanship” will be warned once and continued violations may lead to a removal from the contest. Cheer for your team and not against your opponent.

ECC Statement on Sportsmanship (2)

To be read by a home student-athlete:

“Welcome to tonight’s game between (the home school and nickname) and the (opposing school and nickname). We view (facility, ex: Gymnasium or Field) as an extension of the classroom environment where we learn dignity and respect for others. Tonight we ask for your enthusiastic, positive support of your respective team”.

To be read by a visiting team student-athlete:

“We also ask that you support the student-athletes from both schools by honoring our request to treat all of the athletes, coaches, and officials with respect. Thank you”.

Eastern Connecticut Conference

Rules and Regulations for Turf Field Usage

- No food, snacks, candy or drinks on the field (including sports drinks). Water Only!
- No sunflower seeds
- No chewing gum
- No pets
- No bikes, rollerblades or strollers
- No motorized vehicles on the field or track without authorization
- No flammable equipment or heating equipment
- No heels
- No chairs, tents or stages without authorization
- No glass or sharp objects
- All materials are to be carried (not dragged) across the field
- No driving stakes
- No alcohol on the premise
- No smoking/tobacco products on the premise
- No spectators on the track or field
- Please remove all trash and debris after use of the field

ECC Scholar-Athlete/Sportsmanship Award

Scholar-Athlete Award

This award is given to a Varsity level player on each league member team whose academic and athletic careers have been exemplary, whose personal standards and achievements are a model to others, and who possess high levels of integrity, self-discipline and courage. The student-athlete should be in the top 50% of their class.

Sportsmanship Award

This award is given to a player on each league member team who has demonstrated a sincere commitment to the highest ideals and objectives of sportsmanship during their season of play. This individual would have demonstrated one or more of the ideals of sportsmanship; including fairness, civility, honesty, respect and responsibility.

ECC Policy for Single Sport Membership

The ECC will consider the following when reviewing an application:

1. The prospective member school must have demonstrated a history of compliance with all CIAC rules and regulations.
2. The prospective school is a member in good standing of CAS/CIAC.
3. The applying school does not have an opportunity to compete in the sport in their own league.
4. Entry into the ECC will have a scheduling benefit for the conference.
5. Entry into the ECC will have a competitive benefit for the conference.
6. The prospective school should be a geographical fit for league members.
7. The prospective school should be compatible in philosophy, mission and objectives for interscholastic athletics with ECC member schools.
8. Prospective member schools should have a clear, articulated commitment to sportsmanship and citizenship on the part of student-athletes, coaches and fans. CIAC Class Act schools are preferred.
9. Prospective member schools, in order to host a contest in that sport, must have access to safe, necessary and appropriate facilities.

Rights and Considerations of Single Sport Membership:

1. \$500 membership fee.
2. Access for student-athletes to receive all awards as indicated in sport by-laws.
3. Divisional placement determined by league alignment policy.
4. Sport specific coach has voting rights at league all-star and by-law meeting.
5. School does not have voting rights at Advisory Board or Board of Director meetings, however, athletic directors from the single sport entry can attend Advisory Board meetings.
6. Single Sport Membership will be reviewed annually.

ECC Co-Op Application for League Approval

Date: _____

Sport: _____

Lead School: _____

Partner Schools: _____

1. CIAC member schools applying for ECC league co-op approval must provide copies of CIAC eligibility rosters from the previous three seasons for all schools in the co-op. Copies provided: YES NO

2. Will the co-op sponsor a sub-varsity team and play interscholastic contests at the sub-varsity level? YES NO

Lead School Athletic Director Signature

Partner School Athletic Director Signature

Partner School Athletic Director Signature

Fall Sports—form must be submitted to ECC commissioner by March 1
Winter Sports—form must be submitted to ECC commissioner by May 1
Spring Sports—form must be submitted to ECC commissioner by November

EASTERN CONNECTICUT CONFERENCE

Application for Membership

Name of School: _____ Date: _____
Current Athletic League: _____
Number of years in current athletic league: _____
School phone number: _____
School Address: _____
Athletic Director: _____
Phone: _____ Email: _____
Principal: _____ Phone: _____
Email: _____

Directions: Completed forms should be emailed to: Jim Buonocore at jbuonocore@ledyard.net or mailed to: Jim Buonocore, Ledyard High School, 24 Gallup Hill Road, Ledyard CT 06339

1. Why is your school applying for membership to the ECC League?
2. What other leagues have you considered other than ECC league?
3. What is your athletic mission statement/philosophy?
4. List current school enrollment figures by gender and grade:
5. What are the school's enrollment projections for the next five years?
Identify the source for these projections.

6. List the sports offerings by seasons, gender and including the levels (freshmen, junior varsity, & varsity) and Unified teams: Fall Winter Spring
7. Provide win-loss records for each varsity sport for the past three years.
8. Identify each of your varsity athletic sites, the seating capacity for each, and whether it is on campus or off. Identify any sites at which night games could be played.
9. Do you have any co-op teams? If so, which sport and with which school do you co-op? Are you the host school?
10. Identify any sports or teams the school has eliminated in the past three years.
11. What new teams, if any, does your school plan to add in the next three years? Also, please list any club teams you currently have or are planning to add.
12. Does your school population draw from other towns? If yes, what is the selection process for enrollment?

In addition, it is important to note that the ECC Principals meet approximately every season to discuss and get input on best practices, policies, upcoming events, etc... If accepted into the league, it is expected that the principal of the high school requesting acceptance into the ECC league would be involved in these meetings.

Athletic Directors meet monthly and if accepted into the league it is expected that the athletic director of the high school requesting acceptance be involved in these meetings.

Signature below also indicates that you understand and agree to comply with the Eastern Connecticut Conference Articles of Organization.

Signature of Athletic Director: _____

Signature of Principal: _____

2023-24 ECC SPORTS CHAIRS AND COMMITTEES		
Position		
Chief Advisory Officer	Al Carbone	
Executive Board		
League Chair (D I)	Marc Romano	2023-2025
Incoming Chair (D II)	Chris Landry	2023-2025
Past Chair (D III)	Scott Elliott	2023-2025
At Large Rep (D II)	Jim Buonocore	2023-2025
At Large Rep (D III)	Bryan Morrone	2023-2025
Committee Mentee	Sean Saucier	2023-2025
Secretary/Treasurer	Paul Richards	
Fall		
Boys' Cross Country	Kevin Burke	Tom Hardy
Girls' Cross Country	Kevin Burke	Tom Hardy
Field Hockey	Bryan Morrone	
Football	Jim Buonocore	
Boys' Soccer	Joe Pishka	Scott Elliott
Girls' Soccer	Scott Elliott	Joe Pishka
Girls' Swimming	Kevin Marcoux	Marc Romano
Volleyball	Phil Orbe	Tim Dilweg
Unified Soccer	Chris Landry	
Winter		
Gymnastics	Sean Saucier	
B/G Indoor Track	Sue Griffin	Zack Konopka
Boys' Basketball	Jim Buonocore	Scott Elliott
Girls' Basketball	Deb Spinelli	Marc Romano
Cheerleading	Roy Wentworth	Tim Dilweg
Boys' Swimming	Kevin Marcoux	Marc Romano
Wrestling	Killingly AD	Joe Pishka
Fencing	Steve Cravinho	
Unified Basketball	Roy Wentworth	
Spring		
Baseball	Phil Orbe	Marc Romano
Golf	Kevin Burke	Kevin Marcoux
Girls' Golf	Kevin Marcoux	Kevin Burke
Boys' Lacrosse	Chris Landry	Tim Dilweg
Girls' Lacrosse	Tim Dilweg	Chris Landry
Boys' Tennis	Sean Saucier	Bryan Morrone
Girls' Tennis	Bryan Morrone	Sean Saucier
B/G Track	Roy Wentworth	Zack Konopka
Softball	Steve Cravinho	Joe Pishka
Unified Track	Roy Wentworth	
Committees		

Awards	Ellen Turner	Chris Landry
Leadership, Sportsmanship, Ethics	Ellen Turner	Sean Saucier, Jim Buonocore, Chris Landry, Tim Dilweg
Scheduling	Scott Elliott	Burke/Orbe/Cravinho/Saucier/Buonocore/Landry/ Morrone
Officials	Per Individual Sport Chair	
Security	Executive Board	
Working Committee		
Budget Review	League Chair	Executive Committee
Alignment Committee	Bryan Morrone	Executive Committee
Tee Shirts	Ellen Turner	Chris Landry
CAAD	Scott Elliott	Marc Romano
Meeting Sites	Griswold/Ledyard/Montville (AD Meetings); St. Bernard (Principal Meetings)	
Coaches Banquet	Bryan Morrone (Fall/Winter) Kevin Burke (Spring)	
ECC Marketing	Executive Committee	
ECC Diversity Council	Wheeler Administration	

ECC Tournament Director Duties and Responsibilities

1. Contact official assignor for all tournament related contests.
2. Disburse and collect all W-9's associated with officials and workers.
3. Establish a clear entry system (tickets) to all contests following league policy on ticket prices and complimentary passes.
4. Coordinate with the site director to have efficient start-up money and cash boxes.
5. Coordinate with the site director to have adequate supervision and event staff per league policy on security.
6. Coordinate with the site director to have concessions available at tournament contests.
7. Coordinate with the site director to ensure facility preparations.
8. Develop a tournament program to include rosters, tournament sponsors and schedule.
9. Secure and distribute tournament awards.
10. Schedule and athletic trainer for all sites.
11. Arrange for an announcer and PA system availability (National Anthem).
12. Prepare for weather contingency plans.
13. Prepare a complimentary room (if applicable).

14. Have a copy of by-laws on your person during all tournament contests.
15. Secure an official scorebook (if applicable), scorekeeper and timer.
16. Ensure appropriate uniforms are being worn by participants (based on seeding).
17. Ensure that adequate locker rooms are available for teams and officials (if applicable).
18. Accommodate the media needs.
19. Develop, communicate and supervise appropriate parking for teams, officials and spectators.
20. League Sportsmanship policy should be read before each tournament contest.
21. The National Anthem should be played or sung before each tournament contest.
22. Email updated tournament information and results to all relevant parties (see #7 under chair responsibilities) after each round.
23. Social Media Update (ECC twitter and ECC website).
24. Follow the allowed budget.

ECC Media Contacts

The following media outlets/individuals should be contacted (along with all AD's) when releasing ECC tournament information (ex: brackets, scores, all stars):

The Day

sports@theday.com

c.banning@theday.com

v.fulkerson@theday.com

m.dimauro@theday.com

p.huoppi@theday.com

Game Time

Sean.bowley@hearstmediact.com

Pete.Paguaga@hearstmediact.com

ECC

bjarcarese@gmail.com

brian@nfpsports.com

james@nfpsports.com

Norwich Bulletin
sports@norwichbulletin.com

Westerly Sun
sports@thewesterlysun.com

WINY Sports
sports@winyradio.com

Patch Sports
Tim.jensen@patch.com

Willimantic Chronicle
sports@thechronicle.com

Hartford Courant
sports@courant.com

SNSN Online
Mike@snsnonline.com

The Villager
kpthesportsguy@gmail.com