

Football Playoff Voting Procedures

Qualifications & Sign-up

- To be eligible to sign-up for playoffs you must have worked 15 high school varsity football games, including scheduled games for the current season. You must work 2 games in the current season at each position that you sign-up for.
- To work on the state playoff crew, you must have officiated for at least 5 years, and you must have attended PIAA Officials Conference in the last 5 years.
- An email will be sent to all officials and a sign-up sheet will be available at meetings for officials to indicate that they are qualified for and want to be considered to officiate playoff games. The following information will be requested:
 - Years officiated, including current year.
 - Attended PIAA Officials Conference in the last 5 years – Yes/No
 - Position(s) at which they are qualified – Referee, Umpire, Line, Deep – If signing up for more than 1 position, indicate primary position with #1 and secondary position with #2.
 - Any known Fridays or Saturdays they are not available between the first week of district playoffs and the PIAA state finals (For 2023 between 11/3 – 12/10).

Voting

- Who Will Vote
 - The playoff voting committee will include – All RFOA Board members and E-Board members, excluding the new officials representative, and all “primary” referees who regularly have a crew for the current season.
- Voting Process
 - The roster of potential playoff officials will be prepared and distributed by the Chapter Secretary in advance of the meeting to all voting committee members prior to the voting date so that everyone can review and be prepared to discuss any issues before voting.
 - The roster will be broken down into 3 groups – Referees, Umpires, and Line/Deep (combined) – For the Line/Deep listing the roster will include an indication of what position(s) they qualify at (L, D, or L&D).
 - All voters will have an opportunity to share their thoughts on candidates before voting.
 - Voting will be done by ranking all officials for each position (R, U, & Line/Deep) – 1 being the best, 2 2nd best, etc.
 - Voters can’t rank themselves at any position.
- Counting Votes
 - The votes will be counted by the voting committee members in groups of at least 3 people, and none of the people in the counting group can be on the ballot at that position. One person will read the votes, one person will record the votes/rankings on a count sheet, and the third person will oversee the process.
 - Before the ballot counting process begins, the ballots will first be reviewed to ensure: the numbering format has been followed; there are no duplicate numbers; and no one has voted for themselves (there should be a ballot missing a number for each voting committee member at that position).
 - Ballots should be numbered in the order that they are read (1,2,3, etc) to correspond to how they are recorded on the count sheet. The rank/score for each official will be recorded on the count sheet. After all votes are recorded a ranking will be calculated for each official using the following method:
 - Throw out the highest and lowest score for each official.
 - Add the remaining scores for each official.
 - Divide the total score for each official by the number of scores for that official.
 - That score will be used to rank officials at that position – lowest calculated number to highest with lowest being the best.

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- After the counting groups finish tabulating the scores for each position, the ballots and count sheets will be given to a group of 2 or 3 people to review and approve the results. This review group will be chaired by the new officials representative. He will recruit 1 or 2 none football officials to assist him/her with the review and approval process (it is recommended that the chapter assignor be one of these people, if they are available).
- After the count sheets are reviewed and approved, crews will be determined by taking the highest ranked referee, and umpire, and the five highest ranked from the line/deep group. These crews will be presented to the voting committee for review to determine if these crews make sense, first focusing on the State playoff crew, by position. Majority decision will decide the following, with the President deciding any ties:
 - First, to determine which crew an official that qualifies at multiple positions will work on.
 - Second, to determine who will work on the line and who will work deep. Consideration should also be given to getting the right line/deep positions – HL vs LJ and BJ/SJ/FJ.
 - Third, to determine that all officials selected to be on the State playoff crew are qualified to work state playoff games (see Qualifications section).
 - Also, dates that officials indicated that they are unavailable should be taken into consideration to limit the possibility of having to make changes to crews after they are turned into the State and District 3.
- Once all crews are finalized, the Secretary will record the results and provide them to the appropriate person for the District 3 playoffs and the State playoffs.