

ECBOA Attendance Policy

All ECBOA members must adhere to the ECBOA attendance policy, which requires check-in and check-out through the designated QR code system (or another board-approved method). Attendance credits are earned only when both steps are completed, unless extraordinary circumstances are communicated. Meeting credits are based on attendance and are required for a member to be eligible for regular season and state series schedules.

1. Check-In and Check-Out

- Members must check in and check out of general meetings using the designated QR code system.
- Attendance will only be credited if both check-in and check-out are completed.
- Check-in will remain open until **15 minutes after the start** of an in-person general meeting.
- Check-out will open **15 minutes before the end** of an in-person general meeting.

2. Meeting Credits

- A minimum of **1 in-person** meeting is required.
- **In-Person General Meetings:** 2 hours (unless dismissed early) = **1 full meeting credit**.
- **Virtual Zoom Meetings:** 1 hour = **½ meeting credit**. Attendance will be recorded.
- To receive credit, members must remain for the full duration of the meeting and complete the check-out process.
- Both **in-person credits** and **virtual Zoom credits** count toward eligibility requirements.
- **Zoom credits:** Continuous live video and discussion participation required for credit.

3. Attendance Requirements

- **Regular Season Schedule Eligibility:**
 - Minimum of **3 meeting credits** (in-person and/or virtual).
- **Post Season Assignment and Recommendation List Eligibility:**
 - Minimum of **4 meeting credits** (in-person and/or virtual).

4. Post-December 1 Eligibility

- Any ECBOA member in good standing will be eligible to receive a regular season schedule after December 1, regardless of attendance credit.

This policy is in accordance with ECBOA bylaws.