



# NORTHERN EDGE COOPERATIVE AGREEMENT POLICIES AND PROCEDURES MANUAL

*effective through 2028/29 season*

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# 1. OVERVIEW

## 1.1. MISSION

- 1.1.1. The mission of this co-op agreement is to create a high-quality youth hockey program which fosters player development by allowing players to play at their appropriate level within a competitive team structure.

## 1.2. DURATION

- 1.2.1. This agreement is valid for 3 seasons: 2026/27, 2027/28 & 2028/29.
- 1.2.2. During the summer of 2028 (following the second season of this agreement), the participating associations shall meet to review the status and effectiveness of the co-op and discuss their mutual intent regarding continuation, modification, or renewal of the agreement beyond the 2028/29 season.
- 1.2.3. The Northern Edge Co-op Committee from each participating association shall monitor the co-op program throughout the season to ensure smooth operation and satisfaction for all associations.
- 1.2.4. The program will be formally evaluated at the end of each season and adjustments will be made based on feedback from coaches and members.

## 1.3. PARTICIPATING ASSOCIATIONS

- 1.3.1. This agreement is applicable to the following participating associations:



St. Francis Youth Hockey Association (SFYHA)  
P.O. Box 79  
East Bethel, MN 55011



North Branch Area Hockey Association (NBAHA)  
P.O. Box 541  
North Branch, MN 55056

## 1.4. IDENTITY

- 1.4.1. The co-op shall be named Northern Edge and shall register for all events under this name.
- 1.4.2. The official colors of the Northern Edge co-op shall be Navy, White, and Red and will be used consistently across team uniforms, apparel, branding, and promotional materials unless otherwise approved by the Co-op Committee. These colors are intended to align with the Northern Edge High School program's branding and visual identity to promote consistency and unity throughout the hockey development pathway.

## 1.5. GOVERNING RULES AND REGULATIONS

- 1.5.1. All participating associations agree to follow USA Hockey, Minnesota Hockey, and MN Hockey District 10 Rules & Regulations.
- 1.5.2. Refer to USA Hockey, Minnesota Hockey, and MN Hockey District 10 for Rules and Regulations not covered within this agreement.

## **2. CO-OP COMMITTEE AND KEY ROLES**

### **2.1. CO-OP COMMITTEE MEMBERS**

- 2.1.1. Each association will determine their own method for identifying their committee members.
- 2.1.2. The Co-op Committee shall consist of three (3) voting board members from each participating association. The President and Hockey Operations representative from each association shall serve as required members of the Co-op Committee. Each participating association shall appoint one (1) additional voting board member, ensuring equal representation and voting authority among all participating associations.
- 2.1.3. The minimum term for each member shall be 1 year.
- 2.1.4. The Age Level Director(s) may not be the same person as the association President.

### **2.2. COMMITTEE VOTING REQUIREMENTS**

- 2.2.1. A committee quorum is required for all decisions for which a vote is required.
- 2.2.2. A quorum is defined as a minimum of one committee member from each participating association.
- 2.2.3. A majority vote is required for all decisions to pass.
- 2.2.4. In situations where a committee vote results in a 50/50 split, the participating association Presidents shall present the matter and any supporting recommendations to their respective Board for discussion and a vote. A final decision shall require approval by both participating association Boards.

### **2.3. CO-OP COMMITTEE COORDINATOR**

- 2.3.1. The co-op committee coordinator(s) shall consist of the Secretary from each participating association, who will work collaboratively.
- 2.3.2. The committee coordinator(s) shall be responsible for the ongoing scheduling of co-op committee meetings, documenting meeting minutes, distributing communications, and supporting the administration of the co-op.
- 2.3.3. At least one Association Secretary shall be present at all Co-op Committee meetings and shall be responsible for recording and maintaining the official meeting minutes.

### **2.4. CO-OP WEBSITE ADMININSTRATOR**

- 2.4.1. The secretary from each participating association is designated as the Website Administrator. Both shall work together.
- 2.4.2. The Northern Edge Website Admins are responsible for ensuring accurate, up-to-date information is accessible for all members including, but not limited to, tryout dates/times, team rosters, team game/practice dates/times, etc.
- 2.4.3. The Northern Edge Website Admins are responsible for notifying all members of date/time changes for events/practices/games/tryouts/etc.
- 2.4.4. Communications to all members shall be initiated by the Northern Edge Website Admins and shall be sent directly to all members through the website.

- 2.4.5. The website shall list the current, active co-op committee members, including the co-op committee coordinator and website administrators.

## **2.5. CO-OP REGISTRAR**

- 2.5.1. The St. Francis Youth Hockey Association shall serve as the official Northern Edge Registrar for the duration of this agreement.
- 2.5.2. Participating associations agree to provide all required player, coach, and registration documentation in a timely manner to support the Registrar in fulfilling all Minnesota Hockey, District 10, and USA Hockey requirements.
- 2.5.3. The official roster links shall be provided to the co-op committee upon roster sign-off.
- 2.5.4. The co-op committee Registrar contact information shall be placed onto his/her home association board roster.

## **2.6. CO-OP ICE SCHEDULER**

- 2.6.1. North Branch Area Hockey Association shall serve as the official Ice Scheduler for the duration of this agreement.
- 2.6.2. The Ice Scheduler shall be responsible for coordinating and scheduling all Northern Edge ice activities, including practices, games, tryouts, scrimmages, and other team events.
- 2.6.3. The Ice Scheduler shall work collaboratively with participating associations to maximize available ice resources and ensure equitable utilization of East Bethel Ice Arena and any future North Branch arena facilities.
- 2.6.4. The Ice Scheduler shall communicate schedule changes promptly and provide finalized schedules to coaches, team managers, and the Northern Edge Website Administrators for publication.

## **2.7. TEAM AND INDIVIDUAL PICTURES**

- 2.7.1. The St. Francis Youth Hockey Association will coordinate and schedule team and individual pictures for all co-op teams.

### **3. MEMBER & TEAM POLICIES & PROCEDURES**

#### **3.1. PLAYER ELIGIBILITY**

- 3.1.1. A player is eligible to participate in the Northern Edge co-op sponsored programs only if they are eligible to participate in a co-op participating association.
- 3.1.2. Players must be in good standing with their respective association.

#### **3.2. REGISTRATION**

- 3.2.1. All players must register annually with USA Hockey and obtain a valid USA Hockey registration number prior to registering with their home association.
- 3.2.2. No player may participate in any Northern Edge activity until registration requirements of both USA Hockey, and their home association have been completed.
- 3.2.3. All players shall make their payments to their home associations.
- 3.2.4. Registration of players shall be provided to the co-op committee as soon as available.
- 3.2.5. Upon completion of their home association registration, a second registration will be required through the Northern Edge webpage.
- 3.2.6. After registration and prior to teams being formed, a welcome email will be sent inviting all players to sign-up on the official Northern Edge Crossbar website.

#### **3.3. AGE CLASSIFICATIONS & DIVISIONS**

- 3.3.1. The co-op shall create and support a team(s) at the following age classifications:
  - Squirt
  - Peewee
  - Bantam
- 3.3.2. Age Classification requirements shall follow the definitions set forth by Minnesota Hockey rules & regulations
- 3.3.3. The co-op may support teams in any of the following divisions: AA, A, B, B1, B2, & C.

#### **3.4. TEAM DECLARATIONS**

- 3.4.1. It is the intention of the Northern Edge co-op to create teams in the division appropriate to the skill level of the registered players.
- 3.4.2. If it is deemed necessary to have two teams in the same division (i.e., two B1 teams), the teams will be selected to be as equally competitive as possible. See the Northern Edge Tryout Policy for more information.
- 3.4.3. It is the intention of the Northern Edge co-op to roster an appropriate number of teams at each age classification to accommodate the number of registered players.

#### **3.5. UNIFORMS**

- 3.5.1. An official Northern Edge co-op uniform shall be selected and approved by the co-op committee.
- 3.5.2. Use of jerseys, socks, and stickers, etc. to be defined by the co-op committee.

- 3.5.3. All participating associations shall be represented equally on jerseys.
- 3.5.4. Teams will wear co-op jerseys and not home association jerseys under any circumstance, including scrimmages.
- 3.5.5. The cost of jerseys, socks, stickers, etc. shall be split by association based on the percentage of players from each association on each team.
- 3.5.6. The Saint Francis Youth Hockey Equipment Director will coordinate and order all jerseys for the Northern Edge co-op.

### **3.6. EQUIPMENT RESPONSIBILITY**

- 3.6.1. Any equipment provided by a participating association remains the property of that association.
- 3.6.2. Players and families are responsible for returning loaned equipment in good condition, excluding normal wear.
- 3.6.3. Families may be assessed replacement or repair costs for damaged, lost, or unreturned equipment.

### **3.7. PRACTICES AND GAMES**

- 3.7.1. All participating associations agree that practice and game scheduling will be handled by age-appropriate guidelines defined by Minnesota Hockey and USA Hockey
- 3.7.2. All members of each Northern Edge team are required to provide operational support throughout the season. Duties include, but are not limited to, clock and scoreboard operation, penalty box coverage, locker room supervision, and other game-day volunteer roles. The team manager will assign responsibilities equitably among all families, excluding those serving on the coaching staff. Families unable to fulfill an assigned duty are responsible for securing their own replacement.

### **3.8. TOURNAMENTS**

- 3.8.1. All tournaments shall be sanctioned by Minnesota Hockey.
- 3.8.2. The co-op will schedule tournaments outside of District 10 league play and District 10 playoffs, depending on the age classification as listed below.
  - Bantam: 3
  - Peewee: 3
  - Squirt: 3
- 3.8.3. The co-op will work together to assign one out-of-town tournament and two non-traveling tournaments for each anticipated team at every co-op level, to the extent reasonably possible and based on tournament availability.
- 3.8.4. Each association can host an at-home tournament; players from all associations to participate in the home tournament.
- 3.8.5. Co-op teams will be responsible for paying for their tournaments through team assessment, or through player registration based on association billing policies. The tournament costs shall be split by association based on the percentage of players from each association on each team.
- 3.8.6. If a team reaches Regional or State Tournament play; costs of the team entrance fee shall be split by association based on the percentage of players from each association on each team

## 4. PLAYER MOVE-UPS

### 4.1. GENERAL

- 4.1.1. All Minnesota Hockey, USA Hockey, and D10 Rules and Regulations shall be followed for grade move-ups.
- 4.1.2. Players are encouraged to play at the MN Hockey approved age levels. Those who wish to move to a non-recommended level must follow these steps:
- 4.1.3. Players will register for their current age level during registration
- 4.1.4. The parent or guardian must notify the home association President in writing to request the move up after registration opens and prior to tryouts.
- 4.1.5. The notification/letter from the parent or guardian must state the specific reasons for the requested
- 4.1.6. After tryouts, if the player is unable to be placed at that level due to MN Hockey participation requirements for age eligible players on the team, they will be placed at their age-appropriate level. If the player has been placed on a team at the higher level, he or she must remain on that team and there is no option to return to their respective age-appropriate level.
- 4.1.7. Refer to the players home association for any additional fees related to tryouts.
- 4.1.8. It is the responsibility of the player and the players home association to provide the appropriate grade move-up documentation required by the D10 Registrar. This documentation shall be provided to the participating association in charge of the registrar activities for that season.

### 4.2. GRADE MOVE-UP

- 4.2.1. A player may register to participate in a higher age classification to play with their school grade. This is common with summer birthdays. Northern Edge shall approve all grade move-up requests.
- 4.2.2. Once a grade move-up has been granted, the player must always move up to align with their grade in subsequent years.

### 4.3. NEED MOVE-UP

- 4.3.1. A need move-up is defined as a move-up of a player that is required to complete a roster at a specific level.
- 4.3.2. All need move-ups shall be reviewed by the Northern Edge Co-Op Committee.
- 4.3.3. The Northern Edge Co-Op Committee shall identify the player(s) being considered for the need move-up and shall invite them to try out with the intended move-up level
- 4.3.4. Upon tryout completion, the Northern Edge Co-Op Committee shall review tryout scores for the need move-up player(s) to ensure appropriate age classification placement.

### 4.4. SKILL MOVE-UP

- 4.4.1. A skill move-up is defined as a move-up of a player of significant skill above their own age classification and out of the defined MN Hockey Age Classification by age or grade level.
- 4.4.2. Players who desire to move-up an age level must be in their last year at their current level.
- 4.4.3. All skill move-ups shall be reviewed by the Northern Edge Co-Op Committee.

- 4.4.4. If the skill move-up creates a deficient number of players at the level the player is supposed to participate in as defined by MN Hockey, the skill-move up shall be reviewed by the Northern Edge Co-Op Committee to determine what is in the best interest of the organization and player.
- 4.4.5. Upon the Northern Edge Co-Op Committee approval to proceed, the player shall be invited to tryout at the requested level.
- 4.4.6. Players will be allowed to move-up to the next level if they lock on the top team by the evaluators during tryouts. For example, if a squirt requests to move up to peewee, they must try out for both levels. If the player locks on the top peewee team they will be placed on the top peewee team. If the skater does not lock on the top peewee team, then they will be placed on the squirt team according to their tryout ranking at the squirt level.
- 4.4.7. Once a player has successfully achieved a skill-based move-up, the approval remains valid for all subsequent seasons. The player will be eligible to tryout with the higher age group for the remainder of their youth hockey career and does not need to reapply for a waiver each season. However, team assignments in subsequent years will be based on tryout evaluation scores and overall placement criteria for that season. For example, if a Squirt player locks on the top Peewee team in their first waive-up year, they would try out for Bantams 2 years later and would be placed on the appropriate Bantam team according to their tryout score. A parent may request to keep their player in the Squirt or Peewee level for a 3rd season after a waive-up, but must notify the President, Vice President and respective Boys or Girls Director before registration and register for the lower level.
- 4.4.8. Skill-based move-up decisions are final for the current season and cannot be appealed.

## **5. TRYOUTS**

### **5.1. TRYOUT POLICY**

- 5.1.1. Tryouts will be conducted under the current Northern Edge Tryout Policy.
- 5.1.2. Eligible Youth hockey players that opt to try out for a high school team are not guaranteed a spot on a Northern Edge team if they decide to return to youth hockey. These players are encouraged to attend tryouts to be properly placed on team. (Example: 7 players tried out for High School hockey and did not make a team. 2 of those players registered for youth hockey and attended tryouts. The remaining 5 players did not sign up for youth hockey or attend tryouts. The 2 players who registered and attended tryouts will return to youth hockey, while the Bantam roster may be unable to support the addition of the other 5 players. This will be handled on a case-by-case basis by the Northern Edge co-op committee.

### **5.2. TRYOUT HOST**

- 5.2.1. St. Francis Youth Hockey Association shall serve as the official host of all Northern Edge tryouts for the duration of this agreement and shall be responsible for coordinating the facilities, scheduling, and logistics necessary to conduct tryouts in accordance with the Northern Edge Tryout Policy.

### **5.3. SIBLING PLACEMENT REQUESTS**

- 5.3.1. Sibling Placement Requests must be made to the Northern Edge co-op committee prior to tryouts. If siblings wish to play together on the same team, Sibling requests shall be honored if the siblings are in the same age level.
- 5.3.2. Siblings will be placed based on the lowest tryout score of the siblings.

## **6. COACHES**

### **6.1. COACH SELECTION COMMITTEE**

- 6.1.1. The coach selection committee shall consist of the Coaching/Hockey Director from each association.
- 6.1.2. The coach selection committee shall make every reasonable effort to ensure that the coaching staff at each level includes representation from each participating association, recognizing the importance of maintaining involvement, collaboration, and engagement from all co-op partners.

### **6.2. COACHING APPLICATION PROCEDURE**

- 6.2.1. All coaching applicants, including assistant coaches, must complete an application with their home association and complete the interview process.
- 6.2.2. The following process will be followed for selection:
- 6.2.3. The registering association will provide all coaching applications to their respective co-op committee members.
- 6.2.4. The Coach Selection Committee shall evaluate applicants based on coaching philosophy, coaching background, support of organizational policies, prior evaluations, and interview performance.
- 6.2.5. The Coach Selection Committee will review and approve/reject applications and document any additional supporting information as needed.
- 6.2.6. All applications and additional documentation will be provided to the co-op committee for a final decision.
- 6.2.7. All applicants interested in a Head Coaching position are required to go through an in-person interview. The co-op committee will conduct all coaching interviews.
- 6.2.8. The co-op committee will notify applicants of their approval status.
- 6.2.9. Coaches selected will be required to attend all co-op associations coaching clinics and obtain all required USA coaching certifications required to coach at the level they are coaching, as well as clear background checks.
- 6.2.10. The head coach and team manager must attend required District 10 functions.

### **6.3. COACHING REQUIREMENTS**

- 6.3.1. All coaches are required to follow the policies and procedures set forth by USA Hockey, MN Hockey, and District 10.
- 6.3.2. Coaches must attend required coaching meetings, clinics, and training sessions.
- 6.3.3. Coaches must maintain all required USA Hockey certifications and background screenings.
- 6.3.4. A coach may be Head or Assistant Head Coach of only one team. He/she may hold the position of Assistant Coach for additional teams.
- 6.3.5. A coach appointed Head or Assistant Head Coach of a team shall prioritize said team over other teams for which they may hold an Assistant Role.
- 6.3.6. For paid coaches, the Northern Edge Co-op Committee and Coach Selection Committee shall jointly review and agree upon an appropriate compensation amount. Once approved, the coach's

salary expense shall be allocated between the participating associations based on the percentage of players from each association on the team roster.

#### **6.4. COMPLAINTS AND DISCIPLINARY ACTIONS**

- 6.4.1. All players, parents, coaches, and team personnel participating in the co-op shall be subject to the Northern Edge Parent and Player Code of Conduct. Any complaints, concerns, or alleged violations of the Code of Conduct shall be reviewed by the Co-op Committee.
- 6.4.2. Each participating association shall be responsible for administering and enforcing disciplinary action involving its own players, parents, and members in accordance with the Northern Edge Parent and Player Code of Conduct. The Co-op Committee may provide recommendations and supporting information to assist the home association in determining appropriate disciplinary measures.

## **7. FEES & BILLING**

### **7.1. FEES**

- 7.1.1. It is the goal that each participating association will split upfront costs for co-op related items as equal as possible.
- 7.1.2. Registration fees, including Ice fees/billing/tournament fees/etc., will be collected individually by each participating association.
- 7.1.3. All team costs, including but not limited to: Ice fees, tournament fees, District 10 fees, uniform fees, etc. will be reimbursed to each association based on a reconciled true cost for each skater based upon final team make-up and ice hours allocated.
- 7.1.4. Additional team costs, such as tournaments, which are outside of registration fees collected at the beginning of the season, will be the responsibility of the Team Manager to collect and provide payment to the association which funded the cost.
- 7.1.5. Budgeting reconciliation will take place on March 31st of each season.
- 7.1.6. An itemized invoice shall be provided on or after the dates listed above. Payment shall be paid within 30 days of receipt of invoice. Overdue and unpaid balances over 60 days will be charged interest at a rate of 2% per month.
- 7.1.7. Any change in the ice pricing by the vendors will be factored into the overall ice costs.

### **7.2. OFF ICE DEVELOPMENT COST AND STRUCTURE**

- 7.2.1. Any off-ice training and development will be decided by the co-op committee.
- 7.2.2. The cost of off-ice training and development will be the responsibility of each home association based on their percentage of players on each roster. See example above for calculating true cost for each player.
- 7.2.3. Any increase in costs during the season by the vendor will be factored into the overall cost.

### **7.3. REFUNDS**

- 7.3.1. Players will adhere to their home association policies for all refund policies and procedures.

## **8. HEALTH AND SAFETY POLICIES AND PROCEDURES**

- 8.1. All Northern Edge co-op participants shall abide by health and safety policies and procedures set forth by USA Hockey, MN Hockey, and District 10.
- 8.2. The co-op committee shall be notified regarding any violations and report said violations of the policies and procedures set forth by USA Hockey, MN Hockey, and District 10.
- 8.3. The co-op committee shall review all violations and assess appropriate disciplinary action.

## **9. ZERO TOLERANCE POLICY**

### **9.1. MEMBER ELIGIBILITY**

- 9.1.1. The Northern Edge co-op committee may suspend or revoke membership of any individual whose behavior has violated the Northern Edge Code of Conduct or has been determined by the co-op committee to have the intention or potential to harm the interests of the Northern Edge co-op, participating associations or well-being of its members.
- 9.1.2. The committee may also suspend or revoke membership of individuals who have a status of "member not in good standing" and have not made a reasonable attempt to remedy the conditions required to restore their good standing.
- 9.1.3. The co-op committee may suspend or revoke membership eligibility for a specified or indefinite period through a private hearing by a majority vote (4/6 of the voting board).
- 9.1.4. Membership rights may be reinstated by the co-op committee with a majority vote (4/6 of the voting board).

### **9.2. APPEALS**

- 9.2.1. If a team official or player is suspended, an appeal may be made to the participating association presidents.
- 9.2.2. If the circumstances are warranted, the Presidents may reinstate the individual.
- 9.2.3. All decisions made during the appeal meeting by the Presidents are final.
- 9.2.4. The coach and level director are the individuals responsible for informing the player of the violation and penalty.
- 9.2.5. The level director is responsible for informing the team official of the violation and/or penalty.
- 9.2.6. All Northern Edge co-op players and coaches will be governed by MN Hockey District 10, as well as Northern Edge co-op rules.
- 9.2.7. If the use of alcohol, tobacco products or drugs is found to be a contributing factor in the misconduct of the players or team officials, the penalties can be compounded.
- 9.2.8. If an incident is determined by the meeting to be too severe, it will be brought directly to the full Northern Edge co-op committee and a member of the District 10 Board of Directors. More severe penalties may be administered up to and possibly including removal from the Northern Edge Co-op.

# 10. GRIEVANCE PROCEDURES

## 10.1. BETWEEN TEAM, ASSOCIATION MEMBERS, OR TEAM OFFICIALS

- 10.1.1. Concerns, problems, or disputes between players, parents/legal guardians, team officials, or association members who believe they have been adversely affected by the actions, conduct, or decisions of another player, parent/legal guardian, team official, or association member, or by a violation of Northern Edge Co-op, Minnesota Hockey, District 10, and/or USA Hockey policies, may be resolved using the following grievance procedure.
- a. All disputes should first be addressed with a calm discussion between the affected parties. Parties shall wait 24 hours after the incident has occurred to allow a cooling off period to prevent action solely out of anger.
  - b. If the issue cannot be resolved directly, present a signed and dated letter detailing the incident and outstanding issues. The proper Director shall schedule a meeting with the affected parties. The proper Age Director shall keep detailed notes of the meeting and submit a copy of the original grievance letter, outstanding issues letter and notes from this meeting to the Co-op Presidents.
  - c. If a resolution is not achieved in the meeting indicated in Step 2, the proper Age Director shall request the Northern Edge Co-op Presidents appoint a Board member (appointed on a case-by-case basis to avoid a conflict of interest) to act as a mediator to hear the outstanding issues and determine a resolution. The mediator shall schedule a meeting with the Head Coach, Team Manager, proper Director, and the individual initiating the grievance. The mediator shall keep detailed notes as a record of this meeting.
  - d. Resolution reached at any step of the Grievance Procedure will be considered final and a signed statement by all parties will be required.
  - e. The grievance process will be handled as quickly as possible, and every effort will be made to reach a resolution within 15 days.
  - f. Documentation of the grievance and actions taken will be kept on file with the Northern Edge Co-op.
- 10.1.2. Resolution reached at any step of the Grievance Procedure will be considered final and a signed statement by all parties will be required.
- 10.1.3. The grievance process will be handled as quickly as possible, and every effort will be made to reach a resolution within 15 days.
- 10.1.4. Documentation of the grievance and actions taken will be kept on file with the Northern Edge Co-op.

## 10.2. BETWEEN CO-OP COMMITTEE OR BOARD MEMBERS

- 10.2.1. Concerns, problems, or disputes between Northern Edge Co-op Committee members, participating association Board members, or appointed representatives regarding the administration, operation, or governance of the Northern Edge Co-op may be resolved using the following grievance procedure.
- a. All disputes should first be addressed with a calm discussion between the affected parties. Parties shall wait 24 hours after the incident has occurred to allow a cooling off period to prevent action solely out of anger.
  - b. If the issue cannot be resolved directly, present a signed and dated letter detailing the incident and outstanding issues to the Northern Edge Co-op Presidents. The Presidents

shall schedule a meeting the affected parties and participating association Vice Presidents. The Vice President shall keep detailed notes of the meeting and submit a copy of the original grievance letter, outstanding issues letter and notes from this meeting to the Co-op Presidents.

- c. If a resolution is not achieved in the meeting indicated in Step 2, the Vice President shall request the Northern Edge Co-op Presidents appoint a Board member (appointed on a case-by-case basis to avoid a conflict of interest) to act as a mediator to hear the outstanding issues and determine a resolution. The Northern Edge High School Head Coach, or another non-voting member at large, may be selected as the mediator. The mediator shall schedule a meeting with the Head Coach, Team Manager, proper Director, and the individual initiating the grievance. The mediator shall keep detailed notes as a record of this meeting.

- 10.2.2. Resolution reached at any step of the Grievance Procedure will be considered final and a signed statement by all parties will be required.
- 10.2.3. The grievance process will be handled as quickly as possible, and every effort will be made to reach a resolution within 15 days.
- 10.2.4. Documentation of the grievance and actions taken will be kept on file with the Northern Edge Co-op.

# 11. CODE OF CONDUCT

## 11.1. DISCIPLINARY COMMITTEE

- 11.1.1. The Disciplinary Committee shall consist of the following members: The Northern Edge Co-op Committee, the SafeSport Coordinator (if association has as part of Board of Directors), the applicable Level Representative, and the Applicable Head Coach.

## 11.2. PLAYER CODE OF CONDUCT

- 11.2.1. It is a privilege, not a right, to play youth hockey.
- 11.2.2. Sportsmanship and fair play are the most important skills that I can gain from youth hockey.
- 11.2.3. I will do my best and have FUN while developing my hockey skills.
- 11.2.4. I will exemplify the highest level of sportsmanship by supporting all my teammates, opponents, coaches, team managers, referees, directors, and parents.
- 11.2.5. I will attend all scheduled team events in a punctual manner unless I or my parents have notified the head coach in advance.
- 11.2.6. I will encourage good sportsmanship through my actions by demonstrating positive support for all teammates, parents, spectators, coaches and officials at every team event.
- 11.2.7. I will not create public displays of anger directed toward coach(es), their team or individual members of their team will automatically be disciplined. If such an occurrence takes place, disciplinary action may include a MINIMUM of two game suspension from all Northern Edge activities at East Bethel Ice Arena and other facilities.
- 11.2.8. I understand that there is a zero tolerance of abusive behavior from any player toward any referee, coach, or another parent or player, and/or another parent or player from another or opposing team. Abusive behavior shall include, but is not limited to, harassment, bullying, obscene language or gestures, verbal abuse, slander, threats of physical abuse and/or actual physical abuse. If such an occurrence takes place, disciplinary action may include suspension from all Northern Edge activities indefinitely until the Northern Edge co-op committee discusses the matter and disciplinary action is communicated to the individual(s) involved.
- 11.2.9. I will not go on the ice without helmet, facemask, neck guard and mouth guard.
- 11.2.10. I understand that all players on the player's bench and penalty bench must wear helmet and face mask.
- 11.2.11. I will respect the property and equipment used at any sports facility, both home and away. If such an occurrence takes place, where equipment is damaged or damage is caused to a facility, disciplinary action shall include a MINIMUM two-week suspension for the players involved from all Northern Edge activities at East Bethel Ice Arena and other facilities.
- 11.2.12. I will follow the team rules, as set by the head coach of my team. These will be provided by the Head Coach at the beginning of the season, in a Parent/Coach meeting.
- 11.2.13. I will, at all times, abide by the rules set forth by Northern Edge, Minnesota Hockey, USA Hockey, District 10 and coaches.
- 11.2.14. If I do not abide by this Code of Conduct policy, I realize that I may face disciplinary action which shall include a MINIMUM two-week suspension from all Northern Edge activities at East Bethel Ice Arena and other facilities.

### **11.3. PARENT CODE OF CONDUCT**

- 11.3.1. It is a privilege, not a right, for our child (children) to play youth hockey.
- 11.3.2. Sportsmanship and fair play are the most important skills that our child (children) can possibly gain from youth hockey.
- 11.3.3. Because our child (children) learns from our example, we as parents need to exemplify the highest level of sportsmanship by supporting all players, coaches, team managers, referees, directors and parents.
- 11.3.4. Parents, Coaches, Directors and/or players, who are evicted from any rink will be disciplined by the Northern Edge co-op committee. Such Disciplinary action shall include a MINIMUM two-week suspension from all Northern Edge activities at East Bethel Ice Arena and other facilities.
- 11.3.5. 24-hour Rule: No parent in a fit of frustration/anger over their player's ice time/position, coach's play of their player and/or team status per tryout process will contact the coach or any member of the SFYHA or NBAHA board in any manner until 24 hours has passed from the conclusion of such event/incident in question. If such an occurrence takes place, disciplinary action shall include a MINIMUM two-week suspension from all Northern Edge activities both at the East Bethel Ice Arena and other facilities.
- 11.3.6. Parents and/or players who create public displays of anger, send emails or letters, make phone calls, or create postings on social media outlets that are directed toward board members, coach(es), their team or individual members of their team, will automatically be disciplined. If such an occurrence takes place, disciplinary action shall include a MINIMUM two-week suspension for the parents and/or players from all Northern Edge activities both at the East Bethel Ice Arena and other facilities.
- 11.3.7. There will be Zero Tolerance of abusive behavior from any parent or player toward any referee, coach, board member, another parent or player, and/or another parent or player from another or opposing team. Abusive behavior shall include, but is not limited to, harassment, bullying, obscene language or gestures, verbal abuse, slander, threats of physical abuse and/or actual physical abuse. If such an occurrence takes place, disciplinary action may include suspension from all Northern Edge activities indefinitely until such time as the Northern Edge co-op committee discusses the matter and disciplinary actions is communicated to the individual(s) involved.
- 11.3.8. All inappropriate actions and resulting discipline will be maintained, in confidence, with the Northern Edge co-op committee and will be cumulative during that family's participation in their respective association. The Northern Edge co-op committee will have the right to remove the family from the association after the second disciplinary action.
- 11.3.9. If I do not abide by this Code of Conduct policy, I realize my child will be restricted from play for the term as set forth by the Northern Edge co-op committee.
- 11.3.10. I/we, agree to abide by the rules and guidelines as stated in the Northern Edge Code of Conduct, as well as, District 10, and HEP documentation. Any violation of the rules and guidelines will result in disciplinary action.
- 11.3.11. The Northern Edge co-op committee, or any subset committee thereof, will enforce all violations and notify the individual(s) Involved and contact such party in writing outlining the actions to be taken.
- 11.3.12. I will, always, abide by the rules set forth by the Northern Edge co-op committee, Minnesota Hockey, USA Hockey, and District 10 and the coaches.
- 11.3.13. All SFYHA and NBAHA Board members have the obligation to bring forward any violations to the Code of Conduct which they witness for disciplinary action.

#### **11.4. COACH CODE OF CONDUCT**

- 11.4.1. As a coach, I understand the importance of maintaining the required training and certifications and will ensure I am in compliance at all times throughout the hockey season as well as others on the team staff.
- 11.4.2. Winning is a consideration, but not the only one, nor the most important one. Care more about the child than team wins. Remember, players are involved in hockey for fun and enjoyment.
- 11.4.3. Be a positive role model to your players. Display emotional maturity and be alert and sensitive to the mental and physical safety of all players.
- 11.4.4. Be generous with your praise when it is deserved; be consistent and honest; be fair and just.
- 11.4.5. Do not criticize or yell at players, staff or officials publicly; strive to be a more effective communicator and coach. Use of inappropriate or foul language by staff or players will NOT be tolerated.
- 11.4.6. Adjust to the personal needs and problems of players; be a good listener; never verbally or physically abuse a player, staff member or official.
- 11.4.7. Give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics of hard work and the successes that will result.
- 11.4.8. Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- 11.4.9. Maintain an open line of communication with your players and parents. Explain the goals and objectives along with your team expectations. Clearly define and communicate the consequences of not meeting certain expectations to players and parents.
- 11.4.10. Be concerned with the overall development of your players. Stress good health habits and clean living.
- 11.4.11. To play the game is great, to love the game is greater! I have read and fully understand all the principles stated above and I agree to abide by those principles with the understanding that if I do not follow them, I may face disciplinary actions including but not limited to suspension.

## **12. VOLUNTEER / DIBS HOURS**

- 12.1. Volunteer requirements, volunteer buyout options, fundraising obligations, and related fees shall remain the responsibility of each player's home association and shall be governed by that association's policies and procedures.

## **13. AMENDMENTS / YEARLY REVIEW**

- 13.1. A yearly review of this agreement shall take place between each season.
- 13.2. All amendments need to be reviewed and approved by each association Board of Directors before August 1st of that season.

## **14. OPT-OUT CLAUSE**

- 14.1. A majority vote by the Board of Directors of SFYHA or NBAHA must be held at a regularly scheduled board meeting.
- 14.2. Any participating association intending to hold a vote regarding withdrawal from, or non-renewal of, the co-op agreement must provide written notice of its intent to the other participating association(s) at least fourteen (14) days prior to the scheduled vote.
- 14.3. A written opt-out notification must be delivered to either SFYHA or NBAHA Board of Directors
- 14.4. Opting out must be done after the completion of the current season but no later than May 1st of that year.

In witness hereof, the parties hereto have caused this Cooperative Agreement to be executed by their duly authorized representatives on the dates indicated below.



North Branch Area Hockey Association President:

Signature:

*Ken Fritz*

Printed Name:

Ken Fritz

Date:

7/29/2026



St. Francis Youth Hockey Association President:

Signature:

*Alex Goodwin*

Printed Name:

Alex Goodwin

Date:

7/29/2026



Minnesota Hockey, District 10 Director

Signature:

*Colleen Donovan*

Printed Name:

Colleen Donovan

Date:

07-27-2026