

MINNESOTA HOCKEY DISTRICT SIXTEEN POLICY & PROCEDURE MANUAL

**As of
May 4, 2015**



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Appendix:

Waiver Form: use MN Hockey preprinted form available from District Director or Minnesota Hockey Executive Director or Minnesota Hockey web page.

Play Down Request Form Appendix A

District Tournament Formats Appendix B

District, Region, State Tournament Rotations - see most current meeting minutes.

AFFILIATES

Minnesota Hockey District 16 includes the following affiliates:

Bagley	East Grand Forks	Roseau
Bemidji	Hallock	Thief River Falls
Blackduck	Lake of the Woods	Warroad
Crookston	Red Lake Falls	

No official boundary exists, but our area consists of those communities in northwestern Minnesota lying north of Highway 2 and west of Highway 72. However, District 15 has been defined as including those communities lying on or south of Highways 10 & 34. So, theoretically players from such communities as Ada and Mahnomen could be under the jurisdiction of District 16.

DISTRICT FINANCES

Each association will pay a participation fee as deemed appropriate by the Director to cover an established budget. Currently the fee is \$650 per association per season. The fee may be decreased at the discretion of the Director for those associations not participating at the upper levels (pee wee, bantam, 12U, 15U).

The fee is payable to the District Director. The Director is responsible to pay the expenses necessary to accomplish the goals of the District. These include, trophies, web page, postage, email, office, and travel expenses.

PURPOSE

Our purpose is to serve as an organized District within Minnesota Hockey which serves as an affiliate to USA Hockey. Therefore, by definition, their purpose is our purpose.

Minnesota Hockey's stated purpose per the Amended Articles of Incorporation (1970, 1981, 1996) is as follows:

"The purposes of this corporation are: To encourage and improve the standard of youth and other amateur ice hockey in the Minnesota area; to conduct ice hockey tournaments and to select representative teams to participate in tournaments; to associate with other ice hockey associations; to do any and all acts necessary or desirable in the furtherance of the foregoing purposes; to buy, sell, lease and otherwise deal in all kinds of property, real, personal and mixed, for the purpose of creating further interest in youth and other amateur hockey."

USA Hockey's mission statement for Youth Programs is:

"To provide an improved grassroots foundation for the growth and development of USA Hockey, designing programs aimed at increased participation, improved skills and a responsible environment for the conduct of youth hockey."

Within District 16 our purposes are:

1. To assist affiliates in the proper registration of their teams, players, coaches, referees and their association.
2. To provide for District affiliate league participation at the various classifications of youth hockey.
3. To provide a yearend tournament for the purpose of selecting participants for the Minnesota Hockey region and state tournaments.
4. To facilitate communication between affiliates to enhance their invitational tournaments.
5. To assist affiliates in proper sanctioning of invitational tournaments.
6. To select individuals to participate in any Select programs sponsored by Minnesota Hockey *I* USA Hockey.
7. To act as a conduit between USA Hockey *I* Minnesota Hockey and the local affiliates to assure proper communication.
8. To take whatever measures necessary, within moral and legal means, to preserve and build the quality of amateur hockey in Northwestern Minnesota.

Meeting Dates

To achieve the goals established one or more representative of each association and the Director and District Position holders will meet on a regular basis. The established meetings will be held in September (scheduling), November (registration), February (seeding) and May (recap and tournament assignments for the coming year). Additional meetings will be held as deemed needed by the District Director. The director or his appointee will send a notification of all meetings and a working agenda in advance of the specified meeting. It is the responsibility of each association to notify the District Director of the appropriate mailing address and email address of each association's responsible official. When possible, future meeting dates will be established at the conclusion of the current meeting.

DISTRICT DIRECTOR

To achieve USA Hockey, Minnesota Hockey, and District 16 goals the District Director is empowered to run meetings, initiate and reply to communications, and make decisions to the best interest of everyone involved. These powers and duties are outlined in the Minnesota Hockey Handbook (Handbook) and within the minutes of Minnesota Hockey meetings. Bearing in mind the ultimate responsibility and power that lies with the Director, we will make every attempt to act in a democratic manner.

The District Director will be elected every three years in a manner described within the Handbook. The most recent election was held in May, 2015. The next election will be held in May 2018.

Historically our Directors have been:

Mark Elliott	2000 to present
Jon Bittner	1994 to 2000
George Swentik	1988 to 1994

In addition to the District Director, the following positions will be filled by appointment of the Director or at his discretion, by vote of the District affiliates or in any other manner consistent with past practices or rules:

Title:

Supervisor of Officials
Coach in Chief
ACE Coordinator
Tournament Coordinator
Secretary
Statistician
HP 14/15 Program Director

WAIVER POLICY

Minnesota Hockey is a community based program. Being such, any movement from one Affiliate team to another Affiliate team is not allowed. However, certain situations deem it necessary to allow player movement within Minnesota Hockey. To change from one affiliate to another (without actually moving a residency) a waiver is required. Waivers are granted by the president of each affected affiliate and with the consent of the cognizant district director(s). Those waivers are allowed for the following reasons:

- 1) death, 2) divorce, 3) separation, and 4) change of economic status.

Within District 16 there are certain areas that are not clearly defined as to what natural hockey community a player may fall within. In those situations the player is considered to be within the natural hockey community in which he/she is first registered. A change after that requires a waiver. Every waiver is granted for one year only.

Also, within District 16 not all affiliates offer every level of play. A transfer for the purpose of playing at the appropriate age level is permissible. A transfer to play at what may be the appropriate playing level (A, B) is not permissible with the exception of a transfer from house (C) level to traveling (A) level at those levels that Minnesota Hockey offers a state tournament. (In 2001, those would be Pee Wee, Bantam, Junior Gold, 12U, 15U & 19U). These types of transfers are allowed only to the next geographically available natural hockey community. There will be no leapfrogging.

However, if there are extenuating circumstances that make that move more appropriate then the District Director would take that into consideration. Examples of the above are:

1. A Blackduck peewee age player wishes to play on a traveling peewee team. His option would be to transfer to Bemidji. He would not have the option to play in Bagley.
2. Same situation as 1 above, but players parents are divorced and one spouse lives in Blackduck and the second lives in Bagley. The District director then may allow the player to move if he feels all the facts dictate this option to be in the best interest of the player.
3. A Bagley player is of A caliber, but Bagley only offers B level hockey. A waiver to the Bemidji program would not be allowed.

All waiver requests need to be processed by the local affiliate and sent to the District Director. A waiver form is available for this purpose. Waivers to and from another state (such as North Dakota) need to be processed through USA Hockey Associate Registrar. But the procedure is the same starting at the local affiliate and sent to the District Director. It should be noted that all non USA citizens need to have legal residency established in the local affiliate to be allowed to register. In addition, Canadians need to have a waiver completed by the CHA.

NOTE – Native Americans are citizens of both USA & Canada and these provisions do not apply to them.

NOTE – Residents of Rainy River, Ontario are deemed to be residents within the natural hockey community of Lake of the Woods and these rules do not apply to those players. The District Director does have the power to investigate and deny Ontario players registration if they do not meet the guidelines of being within the natural hockey community.

PLAY DOWN REQUESTS

All requests for a player to participate at a younger age group must originate from the local affiliate (not parents) and are sent to the District Director. Final approval is obtained from the USA Hockey associate registrar. Play downs are only allowed for physical and mentally handicap reasons. Information in the request should include player and parents' names, address, telephone number, player's age, player's height and weight, description of handicap, and desired level of play. In addition, a statement from an attending physician would be appropriate.

All players are eligible to play Initiation level, regardless of their age. If your mite program is not registered as a traveling team a player could be rostered at that level. Also, registering a peewee player with a house Squirt team may be allowed under some circumstances.

PLAYING RULES

All games will be played following the rules adopted by USA Hockey and modified by Minnesota Hockey (MAHA) and the rules contained herein. All USA Hockey and Minnesota Hockey administrative rules will be followed.

District 16 leagues will consist of Bantam A, Bantam B, Pee Wee A, Pee Wee B, Girls 15UA, and Girls 12UA. At this time squirts, 10U, mites and junior gold do not play in an organized league. However, the District will hold a year end playoff for Squirt A, Squirt B and 10U teams for those that wish to participate.

Leagues at other levels will be added as necessary or at the desire of local associations.

Level of Play

All teams will participate at the A level if an A level league is available within the District. If an A level is not available the team will have the right to petition to play with another District. (Teams at the A level will chose post season play at the AA or A level (or both). An affiliate has the right to request from the District Director to play at a B level if they deem the ability of their team to not be A level. The District Director will make the decision to allow or disallow such request at the Fall district meeting. If an affiliate has two teams at a particular age group a request to play only at the B level will not be accepted.

B1 versus B2 play

Those associations with two B level teams will be able to designate them equal or one at a B1 level and one at a B2 level.

B1 versus B2 designation

All B level teams will participate in the year end playoff regardless of designation.

Game Length

Games for all league games will consist of three (3), seventeen minute (17) periods for Youth teams. Games for girls teams will consist of three (3), fifteen minute (15) periods. The shorter time for Girls was at the request of local association girls' coaches.

Running Time

Games will not be played in running time unless the visiting team elects to do so in the third period at any time the goal differential is six goals or more.

Overtime

All ties at the end of regulation time will require one and only one overtime period to determine a winner. The overtime will consist of one eight minute period and ending at the end of the eight minute period or at the first goal scored (sudden death).

League Games

All teams will play a minimum of two (home and home) games with every other team within the league. These games have the first priority over all other games. Failing to complete such games without just cause could result in loss of right to participate in yearend playoffs, and/or a fine to one or both of the violating teams. Failure to play the games may result in forfeiture by one or both teams as deemed appropriate by the District Director. Permission not to play a game must be obtained from the District Director prior to or at the February meeting.

League Standings

League standings will be determined by points and include fair play points as defined by Minnesota Hockey. League standings will be used to seed teams for year end playoffs.

DISTRICT TOURNAMENT RULES

District tournament bracketing has been established (see appendix). Variations from the approved format will be established at the Fall meeting.

Seeding for District playoffs will be done at the winter meeting and will be based on season long league play.

Trophies will be awarded to the top three teams in the playoffs (variations will be allowed for those playoffs with lesser teams six teams require three trophies).

Individual award presentations will be at the discretion and cost of the local association.

Trophies will be acquired by the association hosting the Bantam A playoff. The cost will be reimbursed by the district.

All teams will have to present their team credentials prior to playing in the District playoffs. The credential will include all those items required by USA Hockey and Minnesota Hockey and District 16. At this time those credentials include:

Roster approved by Minnesota Hockey USAH

Approved play down requests.

Approved waiver forms.

And all other such documentation as required by Minnesota Hockey (see handbook)

The District Director, the District Tournament coordinator, or an individual designated by the District Director have the authority to waive any of these requirements.

In the event there is a problem with any one or more player(s)' credentials prior to their first game in playoffs and the Director or his assignee cannot be reached; the game will begin with those players. The offending team will have until the end of the game to provide the appropriate credentials or have a waiver from the Director or his designee. If such arrangement has not been made, the offending team will forfeit that game. Alternatively, the team may play the game without the offending player(s). The credentials must be cleared prior to any of these players participating in any succeeding playoff game.

Tournament games will be played under the District playing rules except 1) there will be running time in the third period at any time the goal differential is six goals or more, and 2) overtimes will be played to conclusion based on USA Hockey rules.

If time allows all games will begin on new ice and a resurfacing will be completed at the end of the second period. All games deciding advancement to region or state level will follow this procedure.

Teams will be allowed a five minute warm-up at the start of each game. All players will be announced at the start of their first game of participation and for the championship game. The national anthem will be played at the start of the first game of the playoffs and optionally at the start of the championship game. Every effort will be made to have goal judges for all games. Goal judges are mandatory for all games where the winner advances to regions or state. Goal judges as well as all office (minor) officials will be adults (18 years or older).

There will be no protests regarding on ice rulings by the on ice officials. A protest of player/coach/on ice official/off ice official shall be made immediately to the local tournament coordinator who will with the aid of the District Director and/or Assistant Director and/or the District Tournament Director.

Decisions will be made prior to one hour before the next earliest game of the participating teams in the protest.

In addition to these rules, the District will issue a tournament handbook.

High Performance Nominations

All players that qualify because of age are eligible for nomination. Nomination will come from Bantam A and B coaches and high school varsity/junior varsity coaches. Nominations will be made to the HP Manager in the appropriate time frame.

Players participating in Minnesota Hockey or VFW playoffs at the scheduled time of the High Performance tryouts will be given special attention when the District 16 team is selected. This will include information from respective coaches in the District, District 16 Director and staff, and any other informed person as determined by the District Director. The District Director has final authority.

Players who are not able to attend High Performance tryouts are not eligible for the District 16 team unless prior arrangements have been made with the High Performance manager and the District 16 Director. The District Director has final authority.

A similar procedure will be used for Girls High Performance programs.

Appendix A

Minnesota Hockey District 16 Policy Manual Play Down Request Form

DATE: _____ PLAYING SEASON: _____

PLAYING SEASON: _____

ASSOCIATION: _____

PLAYER'S NAME: _____ PLAYERS DATE OF BIRTH: _____

PLAYER'S PLAYING LEVEL: _____ PLAYING LEVEL REQUESTED: _____

PLAYER'S PARENTS: _____

ADDRESS: _____ TELEPHONE NUMBER: _____

EMAIL: _____

REASONS FOR REQUEST FOR PLAY DOWN:

ATTACH SUPPORTING DOCUMENTS SUCH AS DOCTOR'S STATEMENTS.

Return all to District Director.