



Treasure State League

ANNUAL GUIDE 2024-2026

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MONTANA HOCKEY

THIS IS MONTANA HOCKEY.

The Montana Amateur Hockey Association (MAHA) is the Governing Body for the sport of hockey in Montana. As a sanctioned member of USA Hockey, MAHA subscribes to the rules, regulations and philosophy of USA Hockey. As such, its mission is to promote the growth of hockey in Montana and provide the best possible experience for all participants by encouraging, developing, advancing and administering the sport. With a membership of more than 3000 ice hockey players, coaches, and volunteers, the Montana Amateur Hockey Association's primary emphasis is on the support and development of **COMMUNITY-BASED** programs throughout the state of Montana.

MONTANA HOCKEY CORE VALUES

The following core values of USA Hockey are adopted to guide the association's members in their planning, programming and play, both now and in the future.

SPORTSMANSHIP

Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.

RESPECT FOR THE INDIVIDUAL

Treat all others as you would expect to be treated.

INTEGRITY

We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.

PURSUIT OF EXCELLENCE AT THE INDIVIDUAL, TEAM AND ORGANIZATIONAL LEVELS

Each member of the organization, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability.

ENJOYMENT

It is important for the hockey experience to be fun, satisfying and rewarding for all participants.

LOYALTY

We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.

TEAMWORK

We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

INCLUSION STATEMENT

Montana Amateur Hockey Association (MAHA) is committed to fostering a culture of diversity, equity, and inclusion in all aspects of our organization. We believe that everyone should have the opportunity to participate in and enjoy the sport of hockey, regardless of their background, identity, or abilities. We embrace the principles outlined by USA Hockey, the National Hockey League (NHL), and the U.S. Center for SafeSport and strive to create an inclusive environment for all players, families, coaches, officials, and volunteers.

We recognize that diversity enriches our community and makes us all stronger both on and off the ice. We value and celebrate individual differences, including but not limited to race, ethnicity, nationality, gender identity, sexual orientation, religion, age, socioeconomic status, and physical or cognitive abilities. We believe that a diverse and inclusive hockey community creates a more equitable and vibrant environment for all involved.

To ensure that everyone feels welcome and valued, we are committed to the following principles and best practices:

- **Inclusive Language:** we use inclusive language that respects and affirms the identities and experiences of all individuals. We promote respectful communication and discourage any form of discrimination, harassment, or exclusionary behavior.
- **Accessibility:** We strive to make our facilities, programs, and communications accessible to individuals of all abilities. We are committed to removing barriers and providing reasonable accommodations to ensure equal participation for everyone.
- **Representation:** We seek to reflect the diversity of our community at all levels of our organization, including our leadership, coaching staff, and volunteer positions. We value diverse perspectives and actively promote opportunities for underrepresented individuals to participate and lead within our organization.
- **Fair and Equitable Opportunities:** We ensure that all players, regardless of their background or identity, have equal opportunities to participate, compete, and develop their skills. We are committed to fair play, merit-based advancement, and providing a supportive environment for individual growth.
- **Respect and Inclusion:** We foster an environment where everyone is treated with dignity, respect, and kindness. We do not tolerate any form of discrimination, bullying, or harassment, and we encourage open dialogue and constructive feedback to address concerns and promote understanding.

By embracing diversity, equity, and inclusion, we believe that MAHA and its Local Associations can create a positive and enriching experience for all individuals involved. We are dedicated to continuously improving our practices and policies to ensure that hockey remains a sport that welcomes and embraces everyone, regardless of their differences.

MAHA has also adopted the USA Hockey Transgender Athlete Eligibility Policy (Feb 2019). Which can be found here: <https://www.usahockey.com/diversityequityandinclusion>.

PROGRAMS & PHILOSOPHIES

YOUTH& GIRLS HOCKEY

The USA Hockey mission statement for its youth and girls' programs is as follows:

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.

USA Hockey Model Program Recommended Guidelines:

A safe and healthy environment for all.

An opportunity for all new players who wish to play hockey. Fair and equal opportunity for all to participate in our sport.

An opportunity to learn the basic skills without an over-emphasis on winning.

A philosophy which attempts to reduce the number who become disenchanted and drop out. An opportunity for those who wish to advance in a more competitive environment to do so. Qualified adult leadership.

USA Hockey Recommends:

Scoring records should be de-emphasized at the age of 11 and under.

Awards should be inexpensive and based on significant achievement. The most gratifying award any player can receive is the joy that comes from skill development that contributes to team success.

The recruitment of players on a widespread geographical basis for the establishment of Youth Division Select Teams may be pursued under the guidelines established by USA Hockey's Model Program.

It is recommended that adult volunteers place a primary emphasis on the formal education of players, and a de-emphasis on excessive competition and a win-at-all-costs attitude in the youth age classifications.

Sportsmanship at all times should be emphasized.

CODE OF CONDUCTS

Administrators Code of Conduct

- Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.
- Support programs that train and educate players, coaches, parents, officials and volunteers.
- Promote and publicize your programs; seek out financial support when possible.
- Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.
- Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.
- Recruit volunteers, including coaches, who demonstrate qualities conducive to being

role models to the youth in our sport.

- Encourage coaches and officials to attend USA Hockey clinics, and advise your board members of the necessity for their training sessions.
- Make every possible attempt to provide everyone, at all skill levels, with a place to play.
- Read and be familiar with the contents of the USA Hockey Annual Guide and Official Playing Rules.
- Develop other administrators to advance to positions in your association, perhaps even your own.

Coaches Code of Conduct

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players, display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
- 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.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great; to love the game is greater.

On-Ice Officials Code of Conduct

- Act in a professional and businesslike manner at all times and take your role seriously.
- Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.
- Know all playing rules, their interpretations and their proper application.
- Remember that officials are teachers. Set a good example.
- Make your calls with quiet confidence; never with arrogance.
- Control games only to the extent that is necessary to provide a positive and safe experience for all participants.
- Violence must never be tolerated.
- Be fair and impartial at all times.
- Answer all reasonable questions and requests.
- Adopt a **zero-tolerance** attitude toward verbal or physical abuse.

- Never use foul or vulgar language when speaking with a player, coach or parent.
- Use honesty and integrity when answering questions.
- Admit your mistakes when you make them.
- Never openly criticize a coach, player or other official.
- Keep your emotions under control.
- Use only USA Hockey-approved officiating techniques and policies.
- Maintain your health through a physical conditioning program.
- Dedicate yourself to personal improvement and maintenance of officiating skills.
- Respect your supervisor and his/her critique of your performance.

Parents Code of Conduct

- Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it fun.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice - it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey and volunteer.

Players Code of Conduct

- Play for FUN.
- Work hard to improve your skills.
- Be a team player - get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time for practices and games.
- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, your parents, opponents and officials.
- Never argue with an official's decision.

Spectators Code of Conduct

- Display good sportsmanship. Always respect players, coaches and officials.

- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.
- Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.
- Do not lean over or pound on the glass; the glass surrounding the ice surface is part of the playing area.
- Support the referees and coaches by trusting their judgment and integrity.
- Be responsible for your own safety - be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches and officials.
- **Be supportive after the game win or lose.** Recognize good effort, teamwork and sportsmanship.

USA Hockey

DECLARATION OF SAFETY, FAIR PLAY AND RESPECT

2021 through 2026

The goal of USA Hockey is to promote a safe and positive playing environment for all participants while continuing to focus on skill development and enjoyment of the sport. All officials, coaches, players, parents, spectators and volunteers are encouraged to observe these "Points of Emphasis" when participating in the sport of ice hockey.

Fair Play and Respect

Fair play and respect are the backbone of any successful amateur sports program. In order for a positive environment to be created, it is imperative that all participants and spectators have respect for all players, coaches, officials, administrators, spectators and the sport of hockey. Hockey is a game demanding high levels of concentration and skill. Taunting or unsportsmanlike conduct directed at opponents or officials will not be tolerated.

USA Hockey does not tolerate any abusive behavior, including racial and other derogatory slurs directed at players, coaches and officials. All participants are reminded that any language that is hateful or discriminatory in nature will be penalized with an automatic Match Penalty.

Abuse of officials is a continuing problem at all levels of play, and in all youth sports, and as a result the retention of officials has become a significant issue that affects the quality and number of available officials. USA Hockey is committed to taking a leadership role in this area and has in place a Zero Tolerance Policy towards unsportsmanlike behavior. Officials are required to strictly enforce all actions that are deemed to be abusive in nature in an effort to change the culture of what is deemed to be acceptable behavior when it comes to respect for officials.

Intimidation tactics have no place in ice hockey. These tactics include any contact to the head of the opponent, checking from behind and late body checks to an opponent who is no longer in control of the puck. Officials are instructed to enforce these rules to a high standard and assess the appropriate penalty when these actions occur. In addition, officials are expected to strictly enforce any avoidable contact occurring after the whistle - including during scrum situations around the goal.

In Competitive Contact categories, legal competitive contact shall be allowed and players allowed to compete using proper body position skills. However, any deliberate body check shall be penalized accordingly. If a body check is delivered for the purpose of intimidation, punishment or to a vulnerable or defenseless opponent, a major plus game misconduct penalty should be assessed to the offending player.

In Body Checking categories, the primary focus of the check shall be to gain possession of the puck and officials should strictly penalize any illegal actions such as boarding, charging, cross checking, and a late body check to a player who is no longer in control of the puck.

The responsibility is on the player delivering the check to avoid forceful contact (minimize impact) to a vulnerable or defenseless player who is no longer in control of the puck.

Proper body checking technique starts with stick on puck, therefore the stick blade of the player delivering the check must be below the knees.

Players are encouraged to develop a deep sense of respect for all (opponents and officials) while endeavoring to enjoy the sport and improve their playing ability. Each player is expected to use proper skill and technique when engaging in any type of physical contact.

Coaches are responsible for instructing their players to play the sport in a safe and sportsmanlike manner. To that end, coaches are directed to teach only those skills necessary to allow for proper and legal competitive contact.

Officials should be diligent and confident when officiating the sport. Each official should enforce all playing rules fairly and respectfully with the safety of the players and the best interest of the game in mind. Players must be held accountable for dangerous and illegal actions with the proper enforcement of the rules at all times.

Spectators are encouraged to support their teams while showing respect for all players, coaches, officials and other spectators.

USA Hockey will continue to observe the Standard of Play and Rule Emphasis for restraining fouls adopted in June 2006. The goal is to reduce restraining infractions in the game, allowing the skill levels of the participants to determine the outcome of a game and to increase participant enjoyment.

USA Hockey will also continue to emphasize the Body Checking Standard of Play and Rule Emphasis adopted in 2011 as part of its effort to create a safe environment for all participants. The goal is to enhance player skill development by eliminating intimidating infractions designed to punish the opponent. Proper enforcement of this standard will improve the proper skill of legal body checking or legal competitive contact at all levels of play.

Conclusion

Hockey should be enjoyed by all participants. To that end, all participants and spectators should observe a level of personal behavior that demonstrates respect for all. USA Hockey will continue to increase awareness among all officials and coaches with regard to these Points of Emphasis and the Standard of Play and Rule Enforcement.

PLAYER DEVELOPMENT

The MAHA Player Development Camp (MTPDC) is held each year following the conclusion of the MAHA hockey season. The camp is open to all players, boys and girls, ages 11 to 17. The objective of the Player Development Camp is to provide players across the state an affordable post-season hockey camp with the best available coaches both on and off the ice. The camp will focus on building and continuing to develop the fundamental hockey skills (skating, passing, shooting, etc...) There are no limitations on skill ability and all players registered with USA Hockey are encouraged to attend.

At the conclusion of the camp, some players may be chosen to advance to a Northern Plains Player Development Camp. If this is the case, players will be selected at the MT PDC and notified post-camp by a representative of the district camp. There may also be other opportunities available such as Multi-District and Regional Player Development Camps and players MUST attend the MT PDC in order to be eligible for these additional opportunities.

For more information about the Montana Player Development Camps, please visit www.mthockey.org

TIER REQUIREMENTS

Please refer to the Tier policy at www.mthockey.org.

COACHING EDUCATION PROGRAM

The Coaching Education Program establishes levels of achievement for each individual, from the beginner to the highly skilled expert. The objective of the program is to improve the caliber and quality of coaching in amateur hockey.

Purpose: Educating coaches in pursuit of excellence in hockey.

Mission: The Coaching Education Program is committed to developing coaches who will be effective instructors and role models through a comprehensive education program at all levels. The Coaching Education Program shall emphasize the teaching of fundamental skills, conceptual

development, sportsmanship, and respect for the dignity of the individual athlete.

Values: The Coaching Education Program embraces the following values to establish the moral and ethical priorities that serve to guide the coaching program:

Character Knowledge

Integrity Vision

Sportsmanship Enjoyment

Commitment Leadership

For youth only, it is mandated by USA Hockey that all coaches and instructors wear hockey helmets during on-ice sessions, including practices, controlled scrimmages and coaching clinics. The responsibility for the enforcement of this USA Hockey policy falls to local associations in Montana. In the case of the coach/instructor helmet requirement we recommend that the association ACE coordinator and coaching director instruct all coaches and instructors on the policy, explaining the origin and purpose of the policy. The association must then enact and enforce the policy. The following enforcement procedure has been approved by USA Hockey:

First Offense- a verbal reminder of the policy and the penalty for non-compliance.

Second Offense - a written warning of the policy and sanctions that could occur if the policy is not followed. **Third Offense-** two game suspension. At the option of the local suspending authority, the offending coach may be allowed to practice with the team during this suspension as long as he/she wears a helmet.

Fourth Offense -As per bylaw 10. (C) Annual Guide. Notification on Helmet Policy violation pending a hearing by the affiliate or suspending authority - disciplinary hearing must be held within 7 days of notification of the violation. Suspension should not be for less than 30 days.

Please be advised that MAHA may sanction the local association for not properly enforcing the USA Hockey and affiliate policies.

The Montana Amateur Hockey Association will conduct background screening on all coaches rostered in Montana. All coaches on the ice and/or bench with players during games must have appropriate coaching credentials for the age division they are coaching and be registered with USA Hockey and rostered with the team they are coaching. All parents and/or volunteers participating on ice during ice hockey practices are required to carry the appropriate coaching credentials for the age divisions they are coaching.

Please refer to USA Hockey Coaching Regulations and Coaching Certification Rules for more information.

Policies

Definitions and Interpretation:

"Screened, Screening" - completed and PASSED Background Check program

"Verified, trained, and/or training" - completed and PASSED Safe Sport Training program

MAHA BACKGROUND CHECK SCREENING POLICY

As stated in the USA Hockey Safe Sport handbook, each coach, volunteer or employee who has regular, routine or frequent access to youth participants must have a background screening completed. ALL persons needing the Background Screening are required to register with USA Hockey.

Non-U.S. citizens and/or non-permanent residents will be responsible for any additional fees to undergo an international screening under this process. The Background Screening application must be completed before you begin working with your Member Association.

The screening procedure governing adults age 18 and over, who have routine access to participant members under the age of 18, shall be adhered to by all Associations.

Intent

The intent of these rules is to reduce the risk of a Montana Amateur Hockey Association (MAHA) players from physical abuse and misconduct.

Uniformity of Standard

All personnel of MAHA, its associations, and related USA Hockey organizations and personnel are subject to this screening standard. This includes but not limited to: coaches, referees, MAHA personnel, Local Association personnel (all Board members, appointed personnel), Team Managers, Locker Room monitors; any person that comes in contact with minors within MAHA programs and those persons who billet on a continuing basis.

USA Hockey Background Clearing Process

<https://www.ncsisafe.com/Members/SelfRegBatchCode.aspx?srb=35615801>

- Screens cost \$30 per screen / \$150 if applicant has lived consecutively outside of the US for 6 months during the past 7 years. If the only country lived in, outside of the US is Canada, then the screen is only \$70. ***\$150.00 could affect military parents wanting to get a background screen***
- Applicant will pay for their screens.
- Screens are good for two years; ALL APPLICANTS SHOULD CHECK YEARLY.
- To check, attempt the background screen process. In that process you will come to a screen that says "Applicant Lookup." Enter in your information. If a screen is not needed, the applicant will receive a message that says, "You are not eligible to submit a screen at this time. Contact USA Hockey..." This is a NORMAL response. USA Hockey may change this statement to be more informative, but at the current moment, if applicants are eligible, they will receive the above message.
- Only applicants that have a NCSI profile and are eligible from their screen from a previous year will receive that message. NCSI has not flagged names to prevent people from applying.
- Applicants will also be able to check up on their screen through NCSI, rather than having to contact local association administrators, MAHA, or others within USA Hockey. That link is on the same page as the background screen link, and accessed the same way as the background

screen link.

- If an applicant is flagged and denied after NCSI's decision, there is also an appeal link listed directly below the background and check status link. The applicant will also receive a denial letter (via regular mail or email) with instructions.

Background Clearing Process

- Applicants apply through NCSI and are initially "redlined" or "red-lighted." That is simply a message from NCSI that the applicant is ineligible as the background is currently being processed.
- Applicants are ineligible from participation until they are "greenlighted" through NCSI. THIS IS AUTOMATIC. Once NCSI clears the applicant, that information is automatically routed to USA Hockey, and usually shows within 24 hours after approval.
- Most common delay in an applicant's background is the local courts not returning information to NCSI quickly. We saw a lot of this last year with COVID absences from courthouses. NCSI can't expedite courthouses to comply with their responses.

Any expedite request must go through the Affiliate SafeSport Coordinator, as have to make a judgement call to clear an applicant without NCSI having completed their process. Expedited requests will be handled on a case-by-case basis, but largely reserved for extraordinary circumstances instead of procrastination of applicants.

- If an applicant is "flagged," or denied by NCSI, the applicant will receive a letter of appeal. That appeal will be sent to the USA Hockey Background Review Committee which has 7 days from the date of the appeal to make a determination on eligibility. An affiliate has an option to weigh in on an applicant that has been denied, and can provide additional information to the BRSC to make a determination.

- Any case of denial, USA Hockey contacts the Affiliate and will ask for more information and or a decision of denial or approval. This is done by the discretion of the MAHA Safe Sport Director and MAHA President. *NCSI does not have to agree with Affiliate or USAH.*

SAFE SPORT POLICY

The Policy Handbook in its entirety is available for download on the MAHA website (mthockey.com) or <https://www.usahockey.com/safesportprogram>

As an Affiliate to USA Hockey, MAHA follows any and all Safe Sport Policies. Full language of these policies can be found at the above website in their entirety. The MAHA Annual Guide only outlines and give basic information and/or added disciplinary actions.

The safety of its youth participants is of paramount importance to USA Hockey and Montana Amateur Hockey Association (MAHA). This includes not only on-ice safety, but also off-ice safety in any part of USA Hockey's and MAHA's programs.

USA Hockey and MAHA have long had safety systems in place to protect its participants from

physical abuse, sexual abuse and other types of abuse and misconduct that can be harmful to youth hockey players. These include, without limitation, physical abuse, sexual abuse, screening, locker room supervision and hazing policies, in addition to codes of conduct applicable to administrators, coaches, officials, parents, players and spectators. USA Hockey has created a Safe Sport Program that includes USA Hockey's various policies aimed at protecting its youth participants from all types of misconduct and abuse.

The USA Hockey Safe Sport Handbook includes the Policies that apply to all USA Hockey Member Programs. Those Policies address:

- Sexual abuse
- Physical abuse
- Emotional abuse
- Bullying, threats and harassment
- Hazing

In addition to these Policies, the USA Hockey Safe Sport Handbook includes information about the training members, employees, volunteers, administrators, coaches, parents and players are required to take. This training includes recognizing and reducing circumstances for potential abuse to occur; the availability and procedures for any person to Report suspected abuse or misconduct (including protections from any retaliation or repercussions for such reporting); the procedures and means by which USA Hockey and MAHA should respond to allegations of abuse and misconduct; and how USA Hockey and MAHA will Monitor and Supervise the Safe Sport Program to help ensure its effectiveness.

By combining all of these elements into a comprehensive Safe Sport Program, USA Hockey, along with MAHA, intend to create the safest possible environment for youth and adults that are participating in hockey.

A USA Hockey/MAHA member or parent of any member who (1) violates any of the Safe Sport policies or (2) fails to consent to, and pass a screening and background check in compliance with the USA Hockey/MAHA Screening and Background Check Program, may be denied eligibility within any USA Hockey/MAHA program and is subject to appropriate disciplinary action including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities.

The Policy Handbook in its entirety is available for download on the MAHA website (mthockey.com) or <https://www.usahockey.com/safesportprogram>

Safe Sport Director:

The responsibilities of the MAHA Safe Sport Director is dependent on the Affiliate.

The Safe Sport Director is the Affiliate's gatekeeper for all Safe Sport issues. This person is responsible for receiving all association's reports of suspected misconduct or abuse, and then following the appropriate steps for reporting and responding to allegations. The Safe Sport

Director ensures that Safe Sport Training and background screening requirements are met by the Affiliate. The Director provides guidance to Association's on how to handle disciplinary matters.

The MAHA Safe Sport Director may:

- Respond to verbal and written reports from members or others regarding allegations of misconduct. Communicate to all relevant parties on progress and status of complaints, investigations, hearing procedures, appeals, and final resolutions.
- Track and maintain a filing system for the Affiliate's Safe Sport Reports, investigations and outcomes following investigations, hearings or appeals.
- Communicate effectively and efficiently with members and volunteers via telephone and/or e-mail. Coordinate, oversee and monitor status of background screening program for coaches, officials and volunteers. Be a resource for Affiliate and local programs on how to create and foster a positive Safe Sport culture.
- Work to educate participants and parents about the Safe Sport Program. Understand the complaint reporting procedures and structure within USA Hockey.
- Successfully pass background screen annually and complete Safe Sport Training, annually.
- Understanding and ability to maintain confidentiality on sensitive membership information and complaint details. Positive attitude and strong work ethic

Local Safe Sport Coordinators:

One representative must be named by each MAHA association as their Safe Sport Coordinator.

Each Association must submit the name of their Safe Sport Coordinator on or before October 1st, to the MAHA Safe Sport Director. MAHA encourages association's officers, directors, administrators, etc., to take the training material as well.

The responsibilities of a local program's Safe Sport Coordinator is dependent on the Affiliate.

The coordinator is responsible for receiving reports of suspected misconduct or abuse, and then following the appropriate steps for reporting and responding to allegations. The Local Coordinator is to report to the MAHA Safe Sport Director all received reports as they come in or on a monthly basis.

The local program's Safe Sport Coordinator may ensure that their local Safe Sport Training and background screening requirements are met by all. This individual provides guidance to their Association on how to handle disciplinary matters.

Local Coordinators may:

- Take calls and respond to verbal and written reports from members or others regarding allegations of misconduct.
- Communicate to all relevant parties on progress and status of complaints, investigations, hearing procedures, appeals, and final resolutions.
- Track and maintain a filing system for the program's Safe Sport Reports,

investigations and outcomes following investigations, hearings or appeals.

- Communicate effectively and efficiently with members and volunteers via telephone and e-mail.
- Coordinate, oversee and monitor status of background screening program for coaches, officials and volunteers.
- Be a resource for Affiliate and local programs on how to create and foster a positive Safe Sport culture.
- Work to educate participants and parents about the Safe Sport Program.
- Understand the complaint reporting procedures and structure within USA Hockey.
- Qualifications
- Successfully pass background screen and complete Safe Sport Training.
- Understanding and ability to maintain confidentiality on sensitive membership information and complaint details.
- Must be objective and compassionate.
- Excellent organizational, communication (oral and written), problem solving, listening and interpersonal skills.

The policy requires that every employee or Volunteer of ANY USA Hockey Member program must report (1) actual or perceived violations of the USA Hockey Safe Sport Program, (2) any violations of the policies prohibiting, Sexual Abuse, Physical Abuse, Emotional Abuse, Bullying, Threats and Harassment, and Hazing, and (3) suspicions or allegations of child physical or sexual abuse to the appropriate USA hockey representative (your local Safe Sport Coordinator, the MAHA Safe Sport Director or directly to USA Hockey).

Additionally, in ALL cases involving suspicions or allegations of child physical or sexual abuse, every employee or volunteer of a USA Hockey Member program must report to the appropriate law enforcement authorities before reporting to the Safe Sport Director.

Safe Sport Training program:

All USA Hockey registered coaches, officials, locker room monitors, employees and volunteers (including association board members) are to take the educational program **EVERY** season

The Safe Sport Training and Refresher training are each valid for **ONE** season. If you are taking the Safe Sport Training course for the first time, you are required to take the entire course training. For the next two season you will be allowed to take the refresher. After the 3rd year of training and refreshers, you are required to take the full course and start the cycle again.

PLEASE NOTE, that you will need your USA Hockey Confirmation Number and an email address to access the training. Training can be found: <http://www.usahockey.com/SafeSporttraining>

LOCKER ROOM POLICIES

USA Hockey requires that all local programs publish their locker room policies to the parents of all minor participants. The policies should be specific to the facilities they regularly use. The local

program's policies shall include the program's (a) practices for supervising and monitoring locker rooms and changing areas; (b) permission or lack of permission for parents to be in the locker rooms; (c) prohibited conduct, including at least all forms of abuse and misconduct prohibited by USA Hockey; and (d) specific policies regarding the use of mobile electronic devices and phones and prohibiting the use of a device's recording capabilities.

It is the policy of USA Hockey and MAHA that all league, and local hockey programs have at least one screened and verified adult present directly monitoring the locker room during all team(s) events." This includes practices, games, sanctioned tournaments, etc., to assure that only participants (coaches and players), and approved team personnel are permitted in the locker room and to supervise the conduct of participants in the locker room. The monitor is required to be Screened and Verified.

Locker Room Monitoring:

Associations and/or coaches found in violations of the USA Hockey Locker Room Policy shall be sanctioned in the following manner:

1st offense: \$200.00 fine to the team and one game suspension to the head coach.

Team may lose locker room privileges for 15 days (practices and games).

2nd offense: \$400.00 to the club and two game suspension to the head coach.

Team may lose locker room privileges for 30 days (practices and games).

3rd offense: the head coach and an Association representative shall attend a MAHA disciplinary hearing which may result in further sanctions up to and including fines, suspensions and/or post season sanctions.

- NO Player can enter any locker room until there is a LR Monitor present. LR Monitoring is required for every practice and every game. (Time frames need to be set locally for before and after use)
- Head coaches and Team Managers are ultimately responsible for monitoring the locker rooms (or ensuring that there are others assigned to monitor the locker room). Locker room monitoring is required for every practice and every game.
 - Although coaches can fill the monitor role, it is clear that coaches doubling as monitors is difficult. Parents need to take an active role in assisting the team leaders in assuring that the locker rooms and changing areas are monitored ALWAYS. It is understood that some parents do not want to serve this role, but the facts about abuses taking place in unsupervised locker rooms are serious and troubling. Everything that can be done to lessen or eliminate these opportunities for harm is critical. Cooperation and vigilance, from all parents, are key.
- If a single player is present, the locker room should be monitored by at least two adults until additional players arrive. If there is only one adult present, whether a coach or volunteer parent, they should wait for multiple players to arrive before allowing access to the locker room (or the door is completely open).
- The same strategies should be applied after practice with a monitor staying until the last player leaves, and at no time should one adult be alone in the locker room with one player, unless the player is their own child.
- Coaches should clearly explain the rules and expectations for players with respect to locker room activity (and what corrective action will be taken if there are transgressions (player suspension, etc.)
- Ensure players and parents understand the locker room monitor is there to help ensure there is a safe environment for all members of the team.

- Music: Team playlists should not include any music that includes racial and/or sexually explicit language. Only “clean” language versions of songs should be utilized in locker rooms.
- Cell phones are not allowed to be used in the locker rooms. (SEE USA Hockey policy)
- Any coach(es) meeting(s) with an individual, minor player, shall be conducted on the ice, on the bench, in the locker room with other team members and/or locker room monitor(s) present, or in an observable and interruptible setting. (i.e. NO 1 on 1 closed meetings)
- If there is a break and players go to a locker room without coaches, a locker room monitor must be inside the locker room.
- If a player is ejected from a game, there must be at least 2 adults consisting either of the locker room monitors or coaches in the locker room until the player exits. If there is only 1 adult present the door is to remain open.

Correcting Locker Room Behavior

If an issue arises:

- Monitors/team managers/coaches need to be respectful and keep their own emotions in check.
- Speak quietly and calmly to a player to help avoid embarrassment. However, it may be appropriate and necessary to use a strong verbal command to stop misbehavior.
- If the attempt to intercede is ignored, or the problem persists, and there is no immediate threat of potential harm, the monitor/supervisor should seek assistance from another adult to remove the misbehaving player from the locker room and address the issue separate from the rest of the team. If the player's parent(s) are present, they should be engaged immediately.
- Situations where misbehavior could lead to the threat of immediate harm are very rare (especially with monitors present); however, if a situation arises, it may become necessary to intercede to stop the problem (examples include fighting, wrestling, hitting with sticks, throwing items, dangerous use of skates, etc.). If you are uncomfortable directly engaging to separate players in these circumstances, send someone over for help and continue to calmly attempt to de-escalate the situation until it can be resolved. However, with an adult in the locker room, none of these potential scenarios should occur.
- Immediate report any misbehavior occurring in a locker room to your local Safe Sport Coordinator or any other official. Identify as best you can both the participants as well as anyone who closely witnessed the incident and the actions of these involved.
- Report any incidents of unmonitored or inadequately monitored locker rooms to your Affiliate Safe Sport Director.

All local programs shall publish locker room policies to the parents of all minor participants that are specific to the facilities they regularly use. The local program's policies shall include the program's (a) practices for supervising and monitoring locker rooms and changing areas; (b) permission or lack of permission for parents to be in the locker rooms; (c) prohibited conduct, including at least all forms of abuse and misconduct prohibited by USA Hockey; and (d) specific policies regarding the use of mobile electronic devices and phones and prohibiting the use of a device's recording capabilities. A form with a sample locker room policy may be found at <https://www.usahockey.com/resourcesanddownloads>

Co-Ed Locker Rooms

Please also refer to USA Hockey's Co-Ed Locker Room Policy set forth in the USA Hockey Annual Guide.

Parents in Locker Rooms

Except for players at the younger age groups [6U, 8U], USA Hockey and MAHA discourages parents from entering locker rooms unless it is truly necessary. If a player needs assistance with his or her uniform or gear, if the player is or may be injured, or a player's disability warrants assistance, then we ask that parents let the coach know beforehand that he or she will be helping the player. It is required that these parents also be screened and verified.

Naturally, with our youngest age groups it is necessary for parents to assist the players getting dressed. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently. In circumstances where parents are permitted in the locker room, coaches are permitted to ask that the parents leave for a short time before the game and for a short time after the game so that the coaches may address the players. As players get older, the coach may in his or her discretion prohibit parents from a locker room.

SOCIAL MEDIA, MOBILE AND ELECTRONIC COMMUNICATIONS POLICY

As part of USA Hockey's emphasis on participant safety, communications involving our minor participants should be appropriate, productive, and transparent. Effective communication concerning travel, practice or game schedules, and administrative issues among coaches, administrators, players and their families is critical. However, the use of mobile devices, web-based applications, social media, and other forms of electronic communications increases the possibility for improprieties and misunderstandings and also provides potential offenders with unsupervised and potentially inappropriate access to participants. The improper use of mobile and electronic communications can result in misconduct. Adherence to the social media, Mobile and Electronic Communications Policy helps reduce these risks.

All electronic communication between coach and player must be for the purpose of communicating information about team activities. Coaches, players and all team personnel must follow common sense guidelines regarding the volume and time of day of any allowed electronic communication. All content between coaches and players should be readily available to share with the public or families of the player or coach. If the player is under the age of 18, any email, text, social media, or similar communication must also copy or include the player's parents.

Cell Phones and other mobile recording devices – in locker rooms

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras, and video cameras increase the risk for some forms of abuse or misconduct. As a result, the use of a mobile device's recording capabilities in the locker rooms is not permitted at any USA Hockey sanctioned event, provided that it may be acceptable to take photographs or recordings in a locker room in such unique circumstances as a victory celebration, team party, etc., where all persons in the locker room are appropriately dressed and have been advised that photographs or recordings are being taken.

Social Media and Group Chats among players

Social media makes it easy to share ideas and experiences. USA Hockey recognizes, however, that social media, mobile and other electronic communications can be especially concerning where minor participants are involved. Coaches are prohibited from having players joined to their personal Facebook page or any other similar social media application. To facilitate communication, an official organization or team page may be set up for players and parents (required). The official organization or team page and coaches can communicate to players through the site. All electronic communication of any kind between coach and player, including use of social media, must be non-personal in nature and be for the purpose of communicating information about team activities or for team oriented motivational purposes.

Minor athletes often create group chats through texting or other social media applications. Such group chats are concerning because minors may engage in bullying behavior, sexual misconduct, harassment, threats, discrimination and other inappropriate conduct that violate policies of USA Hockey and MAHA. Group chats among minor athletes should be supervised by an adult to mitigate these risks, or do not allow them.

Email, Text Messaging and Similar Electronic Communications

Coaches, team managers and players may use email and text messaging to communicate. All email and text message content between coaches/team managers and players must be non-personal in nature and be for the purpose of communicating information about team activities. Emails and text messages from a coach to any minor participant must include a copy to parents.

Request To Discontinue All Electronic Communications or Imagery with Athlete

Following receipt of a written request by the parents of a minor player that their child not be contacted by any form of electronic communication by coaches or other adults, the local program, team, coaches and administrators shall immediately comply with such request without any repercussions for such request.

Abuse and Misconduct

Social media and other means of electronic communication can be used to commit abuse and misconduct (e.g., emotional, sexual, bullying, harassment, and hazing). Such communications by any employee, volunteer, independent contractor or other participant of a USA Hockey Member Program will not be tolerated and are considered violations of USA Hockey's Safe Sport Program.

Reporting

Infractions of USA Hockey's Mobile and Electronic Communications Policy should be reported to the appropriate person as described in Section IV of this Handbook concerning reporting. A USA Hockey participant or parent of a participant who violates Social Media, Mobile & Electronic Communications Policy is subject to appropriate disciplinary action including but not limited to suspension, permanent suspension and/or referral to law enforcement authorities.

TRAVEL POLICY

Travel to games and tournaments is a significant part of youth hockey participation, and it is also an event that places players in potential situations for abuse and misconduct - particularly during overnight stays. USA Hockey requires that all local programs shall have a travel policy applicable to youth teams that is published and provided to all players, parents, coaches, and other adults traveling with the team. The policy should apply to both local travel as well as out of town events and should have different policies for each. These travel policies shall include:

Local:

- Make parents responsible for local travel arrangements.
- Non-parent drivers shall not drive alone with an unrelated minor.
- Non-parent drivers shall not be alone at any time with an unrelated minor. Drop offs and pick-ups should be coordinated in groups.

Out of town:

- Regardless of gender, a coach shall not share a room with a single player unless the coach is a parent or guardian.
- Anyone providing team travel assistance must be screened and verified, and possess valid driver's licenses and insurance.
- Adequate adult chaperone supervision should be provided at all times (recommend one adult for five to eight players).
- Room monitoring and curfew checks should be made by at least two screened and verified adults.
- No individual meetings shall take place in players' rooms.
- Players shall be allowed to make "check in" calls to their parents.
- Travel itineraries including a list of all adult personnel and contact information shall be provided to parents.
- Parents will be contacted first, prior to any disciplinary action be taken against a player.
- No coach or chaperone shall be under the influence of drugs or alcohol while performing their chaperone/coaching duties.

In all cases, parents have the right to transport their child and stay with them in their hotel room. Players under the age of 18 years old cannot travel to out-of-town games/tournaments without adult supervision.

The bulk of this policy is basic common sense. What is listed above should provide a basis for a travel policy but certainly isn't limited to these topics. Your local program can freely make as detailed and as stringent a travel policy as it sees fit. By being aware of, and enforcing these simple travel rules, we can take a giant step towards limiting any occurrences of abuse during a time when our youth players face potential risks.

BILLETING POLICY

Please see USA Hockey Safe Sport Handbook found at <https://www.usahockey.com/safesportprogram>

CONSUMPTION/USE/ABUSE OF MOOD ALTERING SUBSTANCES

It is the considered judgment of the Board of Directors of USA Hockey that consumption/use/abuse of mood-altering substances is detrimental to a healthy state of mind, body, and spirit in an athletic participant. This is especially true for those participants aspiring to develop their talents in the furtherance of their playing, or coaching, or officiating careers in the sport of ice hockey. Therefore, with the best interests of its participants in mind, USA Hockey prohibits use by any participant of mood-altering substances during active participation in its programs, and, upon discovery of any violation, shall take action to remove the participant from participation in its programs for a reasonable period of time. Further, USA Hockey hereby recommends that each and all of its teams, associations, programs, and affiliates adopt a reasonable enforcement procedure thereafter, in order to maintain the health of our athlete participants, the integrity of our programs, and the eligibility of all of our competitors for national, international, and collegiate competition.

For purposes of this policy, the words **mood altering substances** shall include the following: Intoxicating beverages, including, but not limited to, alcohol.

Non-prescription or prescribed controlled substances when used to an excess in violation of doctor's orders, or to produce the state of intoxication in the participant. Further, a participant shall include players, coaches, referees, and all persons involved in the conduct of an ice hockey contest.

ALCOHOL SALES POLICY

Montana Amateur Hockey Association (MAHA) does not endorse or condone the sale of alcoholic beverages at youth hockey events in Montana however MAHA understands that some associations choose to sell alcoholic beverages to attract fans to the games and build community support for their programs.

MAHA will allow the sale of alcoholic beverages under the following circumstances:

- The sales take place at adult sanctioned events.
- The association choosing to sell the alcoholic beverages complies with all of their local ordinances regarding the sales of alcoholic beverages.
- The association choosing to sell alcoholic beverages will comply with all State of Montana regulations regarding the sale of alcoholic beverages.

At any time, alcoholic beverage sales cause disciplinary issues amongst fans, or leads to undue harassment of players, officials and coaches MAHA has the right to restrict all alcoholic beverage sales for all MAHA events at the association where alcohol related incidents have become an issue.

ZERO TOLERANCE

To make ice hockey a more desirable and rewarding experience for all participants, the USA Hockey Youth, Junior and Senior Councils have instructed the Officiating Program to adhere to certain points of emphasis relating to sportsmanship. This campaign is designed to require all players, coaches, officials, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games. Thus, the following points of emphasis must be implemented by all On- Ice Referees and Linesmen:

PLAYERS

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a player:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates any sign of dissatisfaction with an official's decision.

Any time that a player persists in any of these actions, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

COACHES

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a coach:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language in a boisterous manner to anyone at any time.
3. Visually displays any sign of dissatisfaction with an official's decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators.
4. Any time that a coach persists in any of these actions, they shall be assessed a game misconduct penalty.

OFFICIALS

Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited. On-ice officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

PARENTS/SPECTATORS

The game will be stopped by on-ice officials when the parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectators viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall

include:

1. Use of obscene or vulgar language in a boisterous manner to anyone at any time.
2. Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
3. Throwing of any object in the spectators viewing area, player's bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

OFFICIATING ABUSE - ZERO TOLERANCE

All spectators, including parents, grandparents, guardians, siblings, relatives and friends are an important part of any athletic competition, including hockey. Spectators should be in attendance to support the athlete and the team, not to taunt, berate or belittle on-ice or off-ice official(s) assigned to the game.

The officiating ranks are diminishing and the reason most often cited is abuse by spectators, coaches and players. Officiating abuse has a direct impact on the recruitment of new officials and retention of existing officials. The diminishing population has the potential to jeopardize the ability to provide adequate officiating coverage for the increasing number of games in our geographic footprint.

Montana Amateur Hockey Association affiliate of USA Hockey in Montana will not tolerate spectators, coaches, players or team administrators who do not conduct themselves in a sportsman like manner while attending or participating in games or events sanctioned by USA Hockey, its Affiliates, Leagues and Clubs. The following behaviors/actions will not be tolerated and may be penalized under this **Zero Tolerance Policy**, in addition to any other penalties assessed by the game official(s):

- Verbal abuse of official(s).
- Harassing comments, behavior or threats directed or inferred towards on-ice and off-ice official(s).
- Physical abuse of official(s)
- Any issue concerning crowd control which results in summoning of the police.

The process for identifying/documenting the above referenced behavior(s) is as follows:

The USA Hockey Online Game Incident Report shall be used to document and communicate the removal of any person(s) attending a USA Hockey sanctioned game. These Incident Reports are automatically electronically distributed to MAHA (and where applicable, the TSL sanctioned League Commissioner) as soon as they are submitted by the on-ice Official(s).

Violations of this Officiating Abuse - Zero Tolerance policy will be managed as follows:

MAHA OFFICIATING ABUSE SANCTIONS FOR NON-PARTICIPANTS

(Spectators and all those not on an approved USA Hockey Roster)

If the non-participant is removed from a sanctioned youth hockey event by an on-ice or off-ice Official (i.e. Referee, League or MAHA Administrator or Arena personnel), or is otherwise

reported for abusive behavior by any person(s) in attendance at the sanctioned event (and substantiated by preponderance of proof), the minimum suspension will be issued for those offenses investigated and adjudicated by MAHA (notwithstanding any other sanctions imposed by local associations or sanctioned Leagues) as listed below.

MAHA maintains a strict **Zero Tolerance Policy** with **NO** appeal available to non-participant(s) removed from an event.

First Offense:

- Two-week suspension from All "Team Activities and \$150.00 fine payable to MAHA, with the fine issued to the local association of the offending non-participant's team. Individual will be placed on probation for one year, which commences at the end of the suspension period.

Second Offense:

- Four-week suspension for ALL "Team Activities and a \$300.00 fine payable to MAHA, with the fine issued to the local association of the offending non-participant's team. Individual will be placed on probation for two years, which commences at the end of the suspension period.

Third Offense:

- Suspended from ALL "Team Activities" indefinitely until individual completes a certified anger management class and provides MAHA a certificate of completion or other documentation satisfactory to MAHA. Individual will be placed on probation for three years, which commences at the end of the suspension period.

"Team Activities" are defined as games (whether League, non-League or tournament), practices (dry land and ice), and any other team activity that may be considered a part of the usual team experience.

Fines collected by MAHA as a result of the above offenses will be segmented from the General Funds of MAHA and used to fund recruiting, retention and training of officials.

MAHA OFFICIATING ABUSE SANCTIONS FOR PARTICIPANTS

(Club Administrators, Players & Coaches)

Coaches are well aware of Playing Rule 601, which addresses "*Abuse of Officials and Other Misconduct*." Coaches, in conjunction with their Club, prior to the start of their season, shall conduct a meeting with their players and parents to set appropriate expectations, guidelines and penalties to discourage officiating abuse. Such a policy shall be in writing and issued to all players and parents.

Team personnel (coaches and players) collectively receiving three or more penalties under the Playing Rule 601, which specifically identify as physical or verbal abuse of a game official, shall be subject to MAHA Disciplinary Review, as provided in Rule 410, and such discipline shall include;

- Suspension of coach(s) not to exceed 180 days
- Suspension of player(s) not to exceed 180 days
- Team declared ineligible for post-season play (State and or Nationals)

Abuse Enforcement (Officials)

USA hockey provides its registered Officials specific playing rules to discourage and enforce Officiating Abuse. All Officials within MAHA are compelled to enforce such rules with very little latitude. All MAHA on-ice Officials shall use this policy as defined below:

In accordance with Rule 601, physical and/or verbal abuse by a participant must be called if it is evident. While we understand that an Official may sometimes believe that providing some latitude is appropriate "game management," that approach has, in part, created the necessity when "Zero tolerance" must actually mean "ZERO TOLERANCE." Officials(s) refusing to enforce Rule 601 violations shall be disciplined according to the current MAHA and USA Hockey requirements.

At the first sign of any inappropriate, hateful or abusive remarks by non-participants, the on-ice Official(s) shall first report the conduct to the head coach of both participating teams and issue a warning. The Official(s) shall also advise the head coach should direct an assistant coach to address their attending non-participants. Should hateful or abusive remarks continue after the warning, the on-ice Official(s) shall advise the head coach of the home team to immediately contact arena management to clear the spectators from the arena.

All warnings and subsequent issues shall be documented by the on-ice Official(s) through the USA Hockey Online Game Incident Report.

MAHA sanctioned Leagues may impose additional duties of their game Official related to the enforcement of Zero Tolerance, which may be subject to MAHA RIC approval.

CONCUSSION POLICY

On May 4, 2017, Governor Bullock signed into law legislation addressing sports-related concussions and required protocols for certain youth organizations. House Bill 487 requires that all youth sports coaches, employees and volunteers participate in the concussion awareness program, as well as provide the educational materials to athletes.

To comply with these regulations, MAHA has formally adopted the USA Hockey Concussion Management Program and associated educational materials as its concussion management program. These educational materials include the Concussion Management Program handout,

USA Hockey Concussion Poster and some other concussion related information. All parents and guardians are to download the materials and review them with their player.

Each season, players and parents shall acknowledge that they have received and reviewed these materials prior to the start of the season.

As part of this legislation coaches are required to remove any youth athlete suspected of having sustained a concussion from all hockey activities immediately. The athlete may only return to practice or competition when the organization receives written authorization from a licensed healthcare provider. The association must retain the release for the entire time the athlete is registered with the organization, or until the athlete reaches 18. MAHA affiliated clubs, associations, coaches and administrators each have a responsibility in dealing with, reporting and retaining records of players with concussion symptoms.

Concussion can cause serious and long-term damage to young players if not treated properly. We urge you to review the materials and become familiar with the symptoms of concussions. Concussion awareness is part of our coaching education program, but many times a player's symptoms may not show until after the player has left the arena for home. Parents also need to be aware of how to identify the symptoms and learn what to do in the case you suspect a player has sustained a concussion.

WHAT IS A CONCUSSION?

A concussion is a brain injury. A concussion may be caused by a blow to the head, neck or body. There is no such thing as a mild concussion. You can't see a concussion. Signs and symptoms of a concussion can appear right away. However, they may not appear until hours or days after the injury has occurred. IF your child reports any symptoms of a concussion or a coach, official, teammate or parent observes any symptoms; seek immediate medical attention.

****Further concussion materials and concussion forms can be found on the MAHA website.****

USA HOCKEY STANDARD OF PLAY AND RULES EMPHASIS

The current USA Hockey Rule Book will be used for all events.

CONCLUSION

Coaches are expected to teach proper skills and hold their players accountable for illegal and dangerous actions, regardless as to whether they are properly penalized, or not.

Parents are expected to support the decisions of the officials and support the coaches in teaching the proper skills in a safe and positive environment.

Officials shall enforce a strict penalty standard according to the guidelines that have been established. Players are expected to compete within the playing rules.

Administrators are expected to hold players, coaches, officials and parents accountable for their

actions in an effort to promote a safe and positive environment for all participants.

All members of USA Hockey share an equal responsibility to ensure the integrity of the game is upheld. The onus to incorporate change is not only on the officials, but also on administrators, coaches, parents and players, as well.

Discipline

DISCIPLINARY/DISPUTE RESOLUTIONS COMMITTEE

MAHA shall establish a standing discipline committee to hear disciplinary actions and proceedings pursuant to USA Hockey Bylaw 10 as well as for miscellaneous disciplinary actions that are required for disputes arising within the state that do not involve playing rules issues.

The MAHA Discipline Committee shall operate under the rules of USA Hockey.

****Refer to the USA Hockey Annual Guide for the complete Bylaw 10 language.****

Operating Procedures

MAHA MEETINGS:

Each association will elect a MAHA Representative to sit on the MAHA Board of Directors. The MAHA Representative will act as the voice for their association membership and will vote on any motions presented to the MAHA Board. MAHA Representatives will be responsible for distributing all information and Montana Hockey news, rules, regulations and meeting minutes to their association.

Please see the Montana Amateur Hockey Association By-Laws for additional information in regard to MAHA Meetings.

PROBATIONARY ASSOCIATIONS:

All new associations will operate under a three-year probationary period. On completion of the three-year probationary period MAHA will review the probationary member's status and participation in MAHA and then make a determination on full MAHA membership, an extended probationary period or revocation of membership. If prior to the end of the three-year probationary period the association does not meet all the requirements and follow all MAHA rules and regulations their affiliation can be revoked.

Probationary MAHA Associations will be nonvoting and will be required to:

- Follow all MAHA and USA Hockey rules and regulations.
- Register all their players and coaches with MAHA and USA Hockey.
 - Participate in monthly MAHA meetings.
 - Attend the MAHA Annual Meeting and Fall MAHA

Meeting. Probationary MAHA Associations will be allowed to participate in the following:

- The MAHA Grant program for half the amount full MAHA members would receive.
- Probationary members can only participate in the Grow-The-Game Grant and Rental/Goalie Equipment Grant.
- MAHA Probationary members will be invited to all MAHA Player Development Camps and activities.

COACHING CREDENTIAL/SCREENING:

All Montana coaches participating on the bench during a game **MUST HAVE** the appropriate level coaching credential for the age division he/she is coaching and be listed on the official USA Hockey team roster.

Coaches must have Safe Sport training; background screenings and appropriate modules must be completed before being on the ice. This includes practices, games, tournaments.

All volunteer parents participating during any on-ice team function **MUST HAVE** appropriate level coaching credential for the age division he/she is coaching/assisting. Associations will be fined and possibly sanctioned, for any coaches participating in game play that do not have the appropriate credentials after December 31 of the calendar year. **All USA Hockey**

registered/rostered coach/manager personnel and additional persons selected by associations must be Background screened and Safe Sport Certified. All Team Membership Applications submitted to MT Affiliate Registrar must contain only coaches and team managers that have been screened and verified.

CEP Coach Waivers for Level 1-4 Clinics

- a. The issuance of temporary coaching cards will be significantly restricted to those individuals clearly articulating a substantial conflict, cause, or implication as an obstacle to obtaining their appropriate coaching certification.

PARENT EDUCATION:

All Montana associations will hold mandatory Parent Education Seminars. Each association will set their own curriculum and monitor parent participation however the USA Hockey Zero Tolerance Policy and USA Hockey Codes of Conducts shall be presented at all Parent Education Seminars. Parents must attend a parent education seminar at least every two years and documentation of their attendance shall be kept on file with the local Risk Manager.

6U/8U PROGRAMS:

All associations in Montana must incorporate (if numbers allow) into their local program the American Development Module for 8U and 6U age groups. MAHA strongly encourages skill development for all players. This is particularly critical at the 8U and 6U level so that players are provided with the foundation to enjoy and have success in the game.

8U are generally organized into levels based on age, skill and number of players. As a guideline, 8U should be divided into two levels: 6U - the younger, beginner and less skilled players; and 8 &

Under - the older, experienced, more skilled players.

The focus for 8U and 6U is to teach and develop the basic skills of skating, puck handling, shooting and passing. Cross-ice, half-ice and small area games are the standard of play to maximize ice utilization, increase puck touches and increase the competition and fun. The American Development Model (ADM) provides blueprints for player development.

At the 6U level - all games shall be played cross or half ice.

At the 8U level - the standard playing surface for all games is cross- or half-ice.

Local hockey associations are in the best position to design programs so their players can develop and have fun. This should be based on the principles of the ADM, the number of players in their program, the skill of their players, the availability of ice and their coaching staff.

Jamborees may be conducted and are recommended at the 8U and 6U level. A jamboree is defined as a low-key full participation event where players have an enjoyable and learning experience in a non- competitive environment. The format for a Jamboree shall be as follows: a. Approval to conduct a Jamboree must be obtained from the MAHA TSL Commissioner at least thirty (30) days in advance. b. Information referring to the event must state "Jamboree", not tournament. c. Team fees can cover only costs for ice time, officials, medical attendants and participant awards. d. There can be no gate fee. e. No score may be kept, no winners, no losers, no standings. This will generally require a predetermined round-robin format to be followed. f. No statistics may be kept, such as shots, saves, goals, assists, time of possession, etc. g. The use of Blue Pucks is required. h.

Participation awards, if given, shall be the same for all participants. No team awards or trophies.

8U and 6U tournaments shall be played cross ice or half ice. As per USA Hockey Rules and Regulations, all tournaments held in the state of Montana must be sanctioned through the MT Affiliate Registrar.

TEAM, PLAYER AND COACH REGISTRATION REQUIREMENTS

USA Hockey and MAHA require all coaches, players and teams to be properly registered before any games are played including tournament games, exhibition games with out-of-town teams and Treasure State League games. Coaches must have Safe Sport training, background screenings and appropriate module(s) must be completed before being on the ice. This includes practices, games, tournaments. Teams, coaches and associations who violate these mandates are subject to suspensions, fines and removal from all MAHA and USA Hockey sanctioned activities.

Players

ALL players must have submitted the following documents to the local association Registrar or team manager prior to any game or on ice practice:

- USA Hockey current player membership number
- Completed Player's code of conduct form
- Certified Birth certificate for new players

Coaches

ALL Coaches must have submitted the following documents to the local association Registrar or team manager prior to any personal contact with any under age (under 18) players including in the locker room, on- ice practices, off-ice practices or games:

- Coach's Code of Conduct form
- Completed the MAHA Screening Process
- Safe Sport Training

Team Managers

All Team Managers must submit to the Local Registrar the following for all teams before they participate in any games:

- List of all players and their USA Hockey membership number
- Age Division they will be playing
- Proof of screening for every player, coach and manager
- Completed the MAHA Screening Process
- Safe Sport training
- Team Manager must be listed on the official team roster

Team manager will forward a list of locker room monitors to their respective Safe Sport coordinator and Board; they will also keep this list with their team paperwork.

Local Registrars

All Local Registrars will use the USA Hockey **Portal** to enter all the data required for players, coaches and team managers and send that data to the MT Affiliate Registrar. When the properly stamped rosters are received back from the MT Affiliate Registrar, the local registrar will make sure each team manager has a copy of these approved roster which must be in the Team Binder, or electronic format, available for inspection for each and every game whether it is a league, exhibition or tournament game. **Team rosters are required to be entered into the Portal no less than 10 days before league game play begins.** This will give the MT Affiliate Registrar time to certify and Commissioners to verify all credentials are complete. All

coaches and team managers must be claimed through the USAH Registry. Any adult who is on the ice or bench with youth players must be registered through your program as a coach. **ALL youth, girls, high school and disabled teams are required to be claimed and rostered in their portal (this includes 6U/8U through HS).**

Local Tournament Directors

All Local Tournament Directors are required to inspect and verify every team roster prior to letting that team play any games in that local tournament, once they have received an official sanction from the MT Affiliate Registrar for their local tournament. (See USA Hockey Rule X E. 8)

All Local Tournaments must submit tournament rules for approval of sanction. These rules cannot supersede USA Hockey playing rules and any violation of USA Hockey playing rules shall be enforced. Rules that are submitted in for sanction and approved must be followed during the course of play of the tournament. Tournament directors or members associated with the tournament do not have the authority to overturn these rules or USA Hockey playing rules.
(sanctioning rules do not apply to State TSL Tournaments)

Any and all tournaments sanctioned by USA Hockey (including State tournaments) must also follow the USA Hockey Sanctions Tournament Safe Sport Program Protocol (ADDENDUM C).

Tournaments NOT Sanctioned by USA Hockey will not be "advertised" by MAHA via mthockey.com or any social media sites.

Local Associations and Boards of Directors

All local Associations and Boards of Directors must assign someone in their organization to make sure all players, coaches and teams are properly rostered prior to any games being played whether exhibition, tournament, or League games. If the designated person in the organization is the Local Registrar, then the Board needs to assure that the Registrar is properly trained and has the authority to prevent any player, coach or team from participating in any game or on-ice practice. Per USA Hockey rules, all local board members are required to have Safe Sport training, and background checks completed.

All Local Associations must assign someone in the organization to make sure every coach has the proper level of coaching education for the kids they are coaching and have been properly screened prior to having any contact with under age players. That person in the organization charged with this responsibility (may be the Coaching Director) should have access to coaching cards and the State screening data as well as the authority to prevent coaches from having contact with underage players prior to a verification of proper screening. (See USA Hockey Policy D. Screening and MAHA Sexual and Physical Abuse Screening Policy)

In addition, all Local Associations will have a list of locker room monitors for all their teams. Their Safe Sport Coordinator will also have this list, which is sent then to the MAHA Safe Sport

Director. The Director will certify that persons on the locker room monitor list are background checked, Safe Sport certified and permitted to be in the locker rooms. See the locker room policy information on page 10/11 of this guide for more information.

Penalties for registration violations:

- 1st Offense: Association fined \$500
- 2nd Offense: Disciplinary Committee decides
- 3rd Offense: Registrar needs to attend meeting/class, failure to do so, \$500 fine & probation

The following are the official youth ice hockey player and team classifications of USA

Hockey. YOUTH:

- MT-High School/Big Sky-High School
- 16U *if applicable
- 14U
- 12U
- 10U
- 8U
- 6U

GIRLS:

- 19U
- 16U * if applicable
- 14U
- 12U
- 10U *if applicable

TOURNAMENT SANCTIONS: *(sanctioning rules do not apply to State TSL Tournaments)*

As per USA Hockey Rules and Regulations, all tournaments held in the state of Montana must be sanctioned through the MT Affiliate Registrar. Tournament sanction requests must be done online.

Definition of a Tournament:

Ice hockey competition, other than normally scheduled league or exhibition games, where three or more legally registered teams compete within a specified time frame for the purpose of declaring a champion. This shall include gatherings consisting of three or more teams, except Association Exchanges (limited to 2 associations), even though there are no winners declared. Contact your local association registrar for sanction forms and fees. Tournament Rules: Tournament rules must be in accordance with USA Hockey playing rules. On submission and approval of tournament playing rules these rules cannot superseded USA Hockey playing rules and any violation of USA Hockey playing rules shall be enforced. Rules that are approved for sanction must be followed during the course of play of the tournament. Tournament directors or members associated with the tournament do not have the authority to overturn these rules or USA Hockey playing rules.

VOLUNTEER EXPENSES & REIMBURSEMENT

Montana Amateur Hockey Association volunteers who are not otherwise reimbursed from either local associations or through USA Hockey, shall be reimbursed for expenses of travel incurred to attend meetings as necessary for the promotion of hockey in the state of Montana and at various events as authorized by the provisions of this Annual Guide, the Bylaws and the approval of the Board of Directors. Please see the below chart.

Volunteer Position	Reimbursed for attending:
President	Board Meetings; USAH Meetings; other Official MAHA Business Travel
Vice President, Secretary, Treasurer	Board Meetings; Official MAHA Business Travel
TSL Commissioner	Board Meetings; Official TSL Travel
Age Group Commissioners	Corresponding age State Tournament **
MT Affiliate Registrar	Board Meetings
ADM Director	Board Meetings; Official MAHA ADM travel
Coach-in-Chief/Coach Developer	Board Meetings
Referee-in-Chief	Board Meetings
Safe Sport Coordinator/Risk Manager	Board Meetings; other official MAHA Travel
Safety Director	Board Meetings
Player Development Coordinators	Board Meetings; Official MAHA Development travel
Goalie Development Coordinators	Board Meetings; Official MAHA Development travel
At Large Rep	Board Meetings
Adult Rep	Board Meetings
DEI/Disabled Rep	Board Meetings

*Other expense reimbursements may be made if pre-approved by the BAHF Board.

** When age group has more than one tournament, the Age Group Commissioner may proxy one person to fill in at the additional tournament. That proxied person will also be reimbursed for travel.

Reimbursement shall be allowed for actual expenses incurred for hotel, airfare, ground transportation and other necessary expenses. Detailed receipts will be required.

Meals are reimbursed at \$15 for Breakfast, \$15 for Lunch, \$20 for Dinner. No receipts are needed.

Use of personal vehicles will be reimbursed per mile at 50% of the current IRS allowed rate. This is the standard rate paid by Non-Profits. Miles are calculated from city to city by Google Maps, not door to door.

All requests for reimbursement shall be submitted within 10 days of the event closing, on an official MAHA expense reimbursement form together with copies of receipts or other detailed verification of the expense. Expense requests shall be directed to the Treasurer for Montana Amateur Hockey Association and are subject to final approval by the President of MAHA if necessary. The expense reimbursement form can be found at www.mthockey.com

Reimbursement under this paragraph does not apply to volunteers who are not affiliated with or representing MAHA and who assist MAHA or the Treasure State League in other capacities, for example, evaluators or other personnel appearing or attending for player development camps or for referees and coaches representing MAHA at state tournaments or with respect to select teams and player development programs.

MAHA Hotel Policy: For the purposes of MAHA events and functions a hotel rate will be established by MAHA. If individuals choose to stay at a hotel or other lodging accommodation that has a lodging rate higher than that of the MAHA established rate the individual will only be reimbursed for the MAHA rate, all other expenses will be at the individuals' expense.

TREASURE STATE LEAGUE

The Montana Amateur Hockey Association sponsors the Treasure State League made up of, High School, 14U, 12U, 10U, 14U Girls, and 19U Girls teams. Montana associations wanting to host state tournaments must bid on the MAHA Treasure State League Tournaments. Bids are compiled by the MAHA Tournament Director and approved by the MAHA Board. Team tournament entry fees are based on association estimates of expenses incurred to facilitate the tournament.

Teams must play through the Treasure State League and be in good standing with MAHA to participate in a MAHA Treasure State League Tournament. Teams from outside of Montana may participate in any age division. Teams must submit a \$500 league bond at the Annual MAHA Treasure State League Ice Scheduling Meeting (\$600.00 for non-Montana teams).

Team commitments shall be received by the TSL Commissioner by September 10 each year. As of this date, all commitments are locked in place. Any withdrawals or changes after September 10 will result in loss of team bond(s) plus an additional monetary fine will be imposed. Any teams added after September 10th will have a non-refundable increase of \$200 to the annual bond.

All teams must submit team commitment forms to the TSL Commissioner and the MAHA Treasurer via US Postal Service or email. All team bonds will be presented to the Treasurer no later than the October Board Meeting.

Teams who have not met both criteria will not be allowed to participate in league games until the commitment form and bond payment are turned in. Please note – one check per association is acceptable for all teams.

***TSL COMMISSIONERS & MAHA TOURNAMENT DIRECTOR, ON A YEARLY BASIS, WILL DETERMINE**

LEAGUE AND TOURNAMENT FORMATS DUE TO THE EVER-CHANGING LANDSCAPE AND NUMBERS OF MONTANA AFFILIATE PARTICIPATION*

ROSTER REQUIREMENTS

- Exclusive roster capable to field a team for play (player count i.e.: 7 skaters, 1 goalie)
- Approved roster by MAHA Registrar
- All coaching staff, team manager, minimum 1 locker room monitor listed on roster
- HS ONLY - enrollment verification 1st AND 2nd Semester (if a player graduates early, or drops out, they are not eligible to play)

CROSS ROSTERING IN TSL -- *does not include Tiered or State Elite teams*

- No more than 1 line of cross rostered players i.e.: 5 skaters and 1 goalie
- Player can only cross roster UP 1 age group
- Players can only be on 2 rosters in the TSL

UNLESS SPECIAL SITUATION IS PREAPPROVED BY TSL COMMISSIONER AND ACKNOWLEDGED BY AGE GROUP COMMISSIONER BEFORE ROSTERING

WEATHER CALL FOR TRAVEL

Suspension of travel to TSL games will be based on Information from the Montana Department of Transportation Travel Condition website (roadreport.mdt.mt.gov). If a road is declared "Closed" or "Emergency Travel Only" along the primary route to the host location the game will be officially "postponed", unless there is an alternate route that is open, an attempt can be made to travel.

If there is a postponement, EVERY attempt will need to be made to make up the game(s) using every possible venue (date, time, location changes). If the games are not made up the "UNPLAYABLE GAMES" formula (page 40) will be used to determine seedings.

League Commissioners have the authority to issue a "forfeit" if one team makes no effort to make up the postponed game(s).

WEATHER CALL FOR OUTDOOR RINKS

If the temperature at an outdoor rink is going to be 0 Degree F. or colder, MAHA activities will be postponed and every effort made to reschedule or relocate to an indoor facility. This decision will be made as soon as possible to prevent unnecessary travel or hardship. No team will be penalized for a rink condition cancellation.

COVID CANCELCATION POLICY

Covid policy(ies), as needed, can be found on the TSL tab of the MAHA website.

TREASURE STATE LEAGUE DISCIPLINE

Age Group League Commissioners are authorized to impose forfeits, fines and suspensions within the guidelines of the MAHA and USA Hockey Annual Guides and the Official Rules of

Hockey. If a decision by an Age Group Commissioner is appealed, it is first appealed to the Treasure State League Commissioner. If further appeal is sought, it will be forwarded to the President of MAHA. His/her decision is final.

LIVE SCORING

All age groups, with the exception of 10U, are REQUIRED to score the game live with Game Sheet.

10U games are required to post scores (NO stats are kept track of online) no later than 1 hour after game completion.

UNPLAYABLE GAMES - "Shawn Baker Percentage rule"

If **ALL** avenues to reschedule have been exhausted, including different locations, and games cannot be rescheduled your seeding will be figured at as follows:

Points received (divided) games played = ## x normal season total games =
Standings points. Examples:

14U - 16 game season

Butte (only played 14 games) record: 10-0-4 =

24 points 24/ 14= 1.71 X **16=27.3**

Great Falls (played all 16 games) 10-2-4 = 24 points

24/16=1.5x16=24

Great Falls would be ranked lower than Butte in the final standings

PENALTIES IN MINUTES

- Any player who has accumulated 75 or more penalty minutes will be suspended for one (1) league game (including state tournament play).
- In addition, any player who accumulates an additional 25 penalty minutes (100 or more) will be suspended for two (2) league games (including state tournament play).
- If the player accumulates 75/100 minutes and it is the last game, he/she will sit out the first one or two (1 or 2) league games in the next year.

Rationale: Penalize players who continue to accumulate penalties (minor and major) and jeopardize the health and safety of other players.

- Examples:
 - Game misconduct – 10:00 minutes
 - Major penalty- 5:00 minutes
 - Double minor – 4:00 minutes
- Game Disqualification = 15:00 minutes
 - (5:00 minute major and 10:00 minute game misconduct)
 - Must sit out next league game and counts as a "game ejection".
- 4 minor penalties= game misconduct (10:00 minutes) and must sit out the next league game. (Does not count as an ejection)
- 2 double minors = 4:00 minutes

- 2 major penalties= a game disqualification 15:00 minutes plus 10:00 minutes= 25:00 minutes
- All penalties and penalty minutes for all players must be listed on the hockey game sheet and recorded. Any player who attains 75/100 minutes in penalties must be reported to the League Commissioner.
- If a player (who accumulates 75/100 minutes in penalties) plays without being suspended, the game will be forfeited (including state tournament games).

PLAYER EQUIPMENT

Please refer to USA Hockey rules for full requirements.

Teams shall not wear the same color jerseys in games. The host association will wear light colors, and the visiting team will wear dark.

Treasure State League Rules

	10U	12U	14U Youth	14U Girls	Girls 19U	High School
Season Games Played to Qualify to Play	75%	75%	75%	50%	50%	50%
Rink Size	Half Ice	Full				
Net Size	Intermediate*	Standard				
Periods	2	3				
Players	4 v 4	5 v 5				
Net Pegs	Standard	Standard	Standard, Piranha or Wylie			
Period Length	25:00	15:00	16:00	16:00	17:00	17:00
Clock	Run time	Run time at ≥ 7 goal differential				
	Officials can stop clock for injury					
Warmup	4:00	5:00				
Officials	1	2, 3 optional	3, 4 recommended			
Minor Penalty Stop Time	N/A	1:30	1:30	1:30	2:00	2:00
Minor Penalty Run Time	2:00	2:00	2:00	2:00	3:00	3:00
Major Penalty Stop Time	N/A	4:00	4:00	4:00	5:00	5:00
Major Penalty Run Time	5:00	5:00	5:00	5:00	6:00	6:00
Misconduct	8:00	8:00	8:00	8:00	10:00	10:00
Rest Period**	No requirements	2-hour same day, 12-hour consecutive day	4-hourr same day, 12-hour consecutive day			
Between Period	2:00	1:00 1 st to 2 nd , 5:00 rest if no groom before 3rd	1 min between 1 st & 2 nd , ice groom before 3 rd			
Ice Surface***	Start on groomed ice	Start groomed unless groomed btwn 2 nd and 3rd	Start on groomed ice			
Overtime – Season Play	None				One 5-minute 3 v 3 sudden death period	
State Tournament OT for Elimination & Championship	Two 5:00 sudden death periods	One 5:00 minute 5 v 5 sudden death period			One 5-minute 3 v 3 sudden death period	
	3 player shoot out					
	Sudden Death Shootout					

AGE DIVISION COMMISSIONER DUTIES

1. Work with the associations (MAHA Representative) to ensure teams are selected and committed in a timely manner.
2. After associations have committed teams to the Treasure State League, before deadline, work with the Treasure State League Commissioner to formulate game pairings.
3. Attend Pre-Ice Scheduling meeting the Friday before the MAHA Treasure State League Ice Scheduling Meeting.
 - a. Overview of team placement
 - b. Discussion of scheduling issues
 - c. Prepare game pairing sheets to be passed out at the ice scheduling meeting
4. Attend Ice Scheduling meeting and oversee scheduling of games in division.
5. Mediate any problems/issues that arise in division. Make sure the games are played according to schedule, any rescheduling is done properly, and any missed games are made-up in a timely manner. Consult TSL Commissioner for direction in these areas if necessary.
6. Gather and compile game score sheets and publish schedule and standings on MAHA website and/or Game Sheet system. Check game score sheets for accuracy.
7. Prepare final league standings and submit to MAHA Tournament Director for tournament seeding.
8. Confirm eligibility of all teams participating in the TSL division tournaments.
 - a. Coaches must have current USAH Certification and age modules for division coaching, current Safe Sport and MAHA Background checks
 - b. Teams must have in their possession: Certified Roster, Code of Conducts
 - c. Compile rosters, league standings, and any waivers in a binder to be available for review upon request by any coach or manager
9. Attend your division tournament as the Tournament Director/-MAHA-Representative or provide a designated person to do so. If DIVISION HAS SPLIT TOURNAMENTS, COMMISSIONER WILL APPOINT A PERSON TO FILL IN THESE DUTIES.
10. Participate in league management meetings as required.

STATE TOURNAMENTS

State tournament rules and pool play information can now be found in the MAHA Tournament Guidebook available at www.mthockey.org.

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open
open
open

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open

open

Tournament Director

open

open

open

ADDENDUMS

A. USA Hockey Bylaw 10 summary

B. CO2 Recommendations

All forms can be found at www.mthockey.org

ADDENDUM A

USA Hockey Bylaw 10

Hearings shall be conducted according to the rules of USA Hockey and as set out in its Annual Guide. A summary of the USA Hockey Bylaw 10 Procedures for Suspension and Discipline of Members follows.

This is a summary only, and specific reference should be made to Bylaw 10 of the USA Hockey Annual Guide for any specific information.

Main Principles of USA Hockey Disciplinary

Procedures Hearings

In nearly all cases a suspension should not be imposed until *after* a party has been afforded a right to a hearing pursuant to Bylaw 10.c.

Hearings under Bylaw 10.C have certain requirements:

Hearing Committee: The hearing committee must be at least 3 reasonably disinterested and impartial persons; Offer of Hearing: The hearing committee must offer to hold a hearing within 30 days of (i) the demand for hearing or (ii) notification of completion of an appropriate investigation into the facts giving rise to the suspension (but should not be longer than 60 days after receipt of demand for a hearing);

Notice of Hearing: The hearing committee must provide at least 7 days' notice of the hearing;

Suspension Remains in Effect: Any existing suspension remains in effect until the decision of the hearing committee is rendered;

Location: The hearing must be in a location that is accessible to the suspended party and the parties proposing the suspension;

Hearing Requirements: A fair hearing is required, including:

Reasonable notice of the grounds for the proposed suspension, but any grounds supported by the evidence presented may be considered in reaching a decision;

Notice of the possible consequences of an adverse finding; A reasonable opportunity to present their case and argument;

The ability to have counsel present (provided that, the hearing committee may set the rules for such participation); and

The appeal procedure when a decision is rendered;

Hearing Rules: The hearing committee may decide the level of formality for the hearing, may hear any evidence it believes is relevant, may place limits on time, evidence and documentation, may have witnesses and/or written statements and may establish other hearing rules so long as each party is treated substantially equal.

Burden of Proof: The party proposing the suspension must establish the facts and the violation of rules or bylaws by a preponderance of evidence (*i.e.*, more likely true than not true).

Decision Deadlines: The hearing committee must use reasonable efforts to render a decision within 5 business days of the hearing, and prepare and deliver a written decision within 15 business days of the hearing.

Decision Contents: The written decision must contain (i) findings of material facts (i.e., the committee finds that the following occurred), (ii) conclusions (i.e., based upon the facts above, the committee concludes that the person violated Bylaw**), and (iii) the order of the committee (based upon the conclusions above, the committee hereby orders the following suspension ...).

Scope of Suspension: Any suspension imposed is only valid with respect to the jurisdiction of the suspending authority (*e.g.*, a local program may only suspend within its program and an affiliate may only suspend a party from participation within their affiliate) provided that a local association may request that the affiliate honor the suspension throughout the affiliate, and an affiliate may request that USA Hockey honor the suspension throughout USA Hockey's jurisdiction.

Suspension Prior to Hearing.

There are *very few situations* that allow USA Hockey, or any Affiliate, local league or organization, Council, Committee or Section, to suspend a Member without providing a hearing *prior* to the suspension.

The *limited circumstances* where a suspension may be imposed prior to a hearing are:

Playing Rules Suspensions (suspensions where a playing rule expressly permits the suspension - if the suspension is a result of a Match Penalty, a playing rule hearing is required pursuant to Bylaw 10.D);

Officiating Suspensions (a state association or USA Hockey league or local supervisor may suspend a referee for up to 10 days, and a state association or Affiliate may suspend a referee pursuant to the summary suspension procedures below);

Assault of a Game Official (an immediate suspension occurs if a match penalty is assessed under Rule 601(g)1 or 601(j)l, with a playing rule hearing under Bylaw 10.D); and

Summary Suspensions (are permitted" ... only in those cases where a participant has been assaulted, or subject to physical or sexual abuse as described in the policies of USA Hockey, or other violations of USA Hockey policies as set out in the Annual Guide, or the affiliates' comparable policies, that have been reviewed, and approved by USA Hockey ... ").

Although the language allowing Summary Suspensions for "violations of USA Hockey policies as set out in the Annual Guide, or the affiliates' comparable policies", may be interpreted broadly, it is intended that situations calling for suspension prior to a hearing are the exception rather than the rule and hence they should not be overused.

An Affiliate or local league or organization may not issue a Summary Suspension unless the Affiliate's bylaws, rules or regulations provide for such a suspension.

USA Hockey Bylaw 10.C (2) (d) requires only 7 days' notice prior to a hearing. Only extreme cases should rise to the level where a suspension cannot wait for 7 days to conduct a hearing. Although a party may try to delay a hearing, a suspending party would be within their authority to impose a suspension if the notified party did not appear at a properly called hearing (they would then have a right to appeal).

If a Summary Suspension is imposed, the suspended party must be provided a written notice of

their right to request a hearing. If the party requests a hearing in writing within 7 days of the notice, they must be provided a hearing pursuant to the provisions of Bylaw 10.C.

Appeals

Any person suspended may appeal that suspension after the hearing or failure to have a hearing. The Appeal Authority for Playing Rules Suspensions and suspensions for violations of Bylaws or rules of local, league, affiliate or district organizations is either (a) the entire Board of a state association, (b) the entire Board of an Affiliate, or (c) a designated committee of a state association or Affiliate.

The Appeal Authority for suspensions of referees by a state association or local supervisor is the Affiliate, and the Appeal Authority for suspensions of a referee by an Affiliate is a committee comprised of the District RIC, the Affiliate President and a third person named by those two people. The Appeal Authority for Council decisions is the USA Hockey Executive Committee. The Appeal Authority for suspensions involving Juniors is the Junior Council.

The Executive Committee of USA Hockey may allow an appeal of a suspension if there is shown to be a gross abuse of discretion.

Any suspension shall be in force and effect until it expires or the Appeal Authority modifies it. Appeals must be handled pursuant to certain procedures:

The Appealing Party must provide a written Notice of Appeal to the suspending Authority and Appeal Authority within 10 days from receipt of the decision from the hearing body or the date of the failure to have a hearing, and if the Notice of Appeal is not delivered within the ten (10) day period, the suspension is final;

The Appealing Party must submit a Statement of Appeal, describing why the suspension should be overruled or reversed, within 30 days of the date of the decision appealed from. The Suspending Authority shall have 20 days from receipt of the Statement of Appeal to respond;

The Appeal Authority may hold a hearing or may choose to consider the appeal on the written submissions of the parties. The Appeal Authority may establish other hearing rules so long as each party is treated substantially equal.

Only the evidence and theories explicitly presented to the Suspending Authority may be presented or considered in appeal;

The Appeal Authority must use every reasonable effort to decide the appeal within 10 days from the submissions to it, but not to exceed 15 days; and

The Appeal Authority may affirm, reverse or modify (including increase or decrease) any decision as it deems proper under the circumstances.

State associations must abide by the procedures set forth in Bylaw 10 when imposing suspensions or other discipline. The association should have a committee, or persons that could be named to serve on a committee, in order to ensure that there are at least 3 reasonably disinterested and impartial persons hearing each matter.

ADDENDUM B

It is the recommendation from the MAHA Board that all local associations look to put policies and procedures in place for the monitoring of Carbon Monoxide within their rinks. The MAHA Board recommends that the rules found in the Minnesota Department of Health Summary of Ice Arena Rules be a guideline for Montana ice rinks to follow. This information can be found on the MAHA website under the Safety tab.