

Policy & Procedures

Committees and Details

Recruitment

Recruitment night

School Communication

Try hockey for free

Learn to skate

Fundraising

Keep a kid on ice.

Food / Product Raffle

Buck for pucks

Chuck a puck 50/50

Fall festival bake sale

Billboard advertisement

Communicate with board about facility upgrade needs, scoreboard, varsity locker rooms, etc.

Concessions Is responsible for all aspects of operating the arena concessions stand.

Player Coach Development

The purpose of the player & coach development committee is to provide the resources and opportunities for players and coaches to grow in skills, knowledge and character. Through this focus everyone will have a chance to achieve excellence in a fun and supportive environment. The responsibilities of the player & coach development committee is to provide

- #1 Have a google folder that all player coach committee members have access to for carrying out / explaining the below items in detail.
- #2 Establish consistency from top - down. Develop players who will be ready for JV Varsity hockey. Skating, Systems, Off-Ice, Goals, Character, etc.
- #3 Contacting coaches and establishing who will be helping at each level each season.
- #4 Help coaches get coaching certification done each season. Keep track that each coach meets requirements before getting on the ice and requirements for being on the bench.
- #5 Have at a minimum a pre-season meeting at the end of Sept or beginning of

October to go over numbers, parent meeting, ice schedule, expectations for skill and character development, playing time, etc.

- #6 Goalie drills / practices established for coaches to give to each level. Hope is to have each level spend a MINIMUM of 20 minutes during the week where a planned out goalie practice/drills are used. This 20 minutes can be spread out over the week or during a single practice.
- #7 1-3 goals that are being worked on to improve the association, players, and or coaches.
- #8 Take part in the District and State online hockey director meetings.

Tournaments: Responsible for conducting all operations related to the creation, development and implementation of all Association sponsored tournaments.

Team Manager: Have a description and list of duties to help team managers carry out their responsibilities.

Special Event / Community Outreach Nick Verdos alumni game event Volunteer event

Girls Coordinator

Additional committees will be appointed as necessary. Their duties will be defined when they are appointed. Existing committees will be deleted if they are found to be unnecessary.

Special Duties / Coordinators

District rep

Referee coordinator

Volunteer hours

RAHA Registrar

Equipment

District Scheduler

District game reporter

Gaming

Additional coordinators will be appointed as necessary. Their duties will be defined when they are appointed. Existing coordinators will be deleted if they are found to be unnecessary.

Player Eligibility and Registration

The player age groups for all players participating in the Redwood Area Hockey Association shall be consistent with eligibility standards as established by the Minnesota Hockey as follows:

- Mini-Mites 3-6 years old, on or before June 1 of current registration year.
- Mites 7 or 8 years old, on or before June 1 of current registration year.
- Squirts 9 or 10 years old, on or before June 1 of current registration year.
- PeeWee 11 or 12 years old, on or before June 1 of current registration year.
- Bantams 13 or 14 years old, on or before June 1 of current registration year.
- High School Players are eligible to tryout for the high school team as a seventh

grade student. The association has the agreement with the Redwood Area School District which states "If a student is in the top half of the tryout for the varsity team, he/she will be allowed to play on the Varsity team."

Note that you must be registered through RAHA as a bantam if you intend to practice with the bantams. If you choose to do this and you do make the Varsity team you will be refunded the difference between high school and bantam cost association fee minus the USA registration fee.

Redwood Area Hockey Association Move-up Policy

Redwood Area Hockey Association (RAHA) recommends that all players play at their level according to USA/Minnesota Hockey age classifications.

In all situations RAHA reserves the right to regulate the number of players and teams at

all levels and oversee the movement of all players. A player can place a request with the RAHA board to move to the lowest level team. The RAHA board will ask that an evaluation be done on the player by the RAHA coaching committee members and the player's most current coach and make a recommendation on how the player's progression would be affected by this move. RAHA strongly agrees with USA hockey in that the players should play at their age appropriate level.

General notes:

- Player can only move up. They are not allowed to move back down once they have played in an official USA/Minnesota Hockey sanctioned event.
- There will not be any player moved after December 30.
- The RAHA board will consider all requests with the player's physical safety and emotional well-being first and foremost. The integrity of RAHA will not be compromised by any player move-up.
- Only players at the final year of their level by age will be given the opportunity to move up a level.
- The number of players needed to be moved up to fill teams will be determined by the RAHA board and the coach where the player is coming from
- The board will be in contact with the parents to make any offers.
- If the coach and player are related the board will appoint someone else to evaluate.

Request for Female Player to Move from Girls Team to Boys Team In all situations RAHA reserves the right to regulate the number of players and teams at all levels and oversee the movement of all players. Girls will play on the girl's team unless For any female hockey players that are considering playing on the equivalent boys team, they must complete the following protocol:

Player must get written release from the girl's coach first and foremost, if there is no coach at the time of the request permission must be received from the RAHA board. An Evaluation team will be assembled with no less than one RAHA board member or player development committee member and one coach that is not directly involved at that level of play for either the girls or boys team. The team will evaluate the player's hockey skill level and player maturity.

A recommendation from the evaluation group will then be submitted and be reviewed by the RAHA board. The board will then decide if that player will be moved or not.

Request for Release From Association

The request should be submitted to the board of directors.

Postseason Move-Up Process Following the completion of the regular game and tournament season, it is sometimes advantageous for teams to have practices for players who will advance to the next level of play by virtue of their age at the following season. This gives the players the opportunity to experience the pace at the next level and have time with those they will be playing with the following year.

Non-Parent Head Coach

Non-Parent Head and Assistant Coaches In the event that a non-parent volunteer is head coach \$1,800 contract and covering reimbursable mileage at the federal mileage rate and hotel rooms for away tournaments. Receipts for mileage and hotel to be provided in order to be reimbursed to a board member. Coaching certification reimbursement will come at end of the season as it does for all coaches subject to completion of a full season. \$1,800 will be paid in 3 payments over the course of the season. December 1st, January 15th, March 1st.

In the event that a non-parent volunteer is an assistant coach of a 2 coach coaching staff. \$600 contract and covering reimbursable mileage at the federal rate and hotel room expenses for two away tournaments. Receipts for mileage and hotel to be provided in order to be reimbursed. Coaching certification reimbursement will come at end of the season as it does for all coaches subject to completion of a full season. \$600 will be paid in 2 payments over the course of the season. December 1st, & March 1st.

In the event that a non-parent volunteer is an assistant coach of a 3 or more coach coaching staff. \$300 contract and hotel room expenses for 1 away tournament. Receipt for hotel to be provided in order to be reimbursed. Coaching certification reimbursement will come at end of the season as it does for all coaches subject to completion of a full season. \$300 will be paid in 2 payments over the course of the season. December 1st, & March 1st.

Fundraising No individual team fundraising. Any fundraising done will be done for the entire association.

Away Tournaments The RAHA will budget the following for away tournament registration. It is the responsibility of the team to decide how they will use the money. Keep in mind that the board

supports 1 away tournament and would encourage a second away tournament if we do not have a home tournament for your team. If your team decides to do 3 or more total (home+away) tournaments make sure ALL families are on board with that level of commitment. We encourage the opportunity for families to have a weekend off once in awhile.

Jersey Purchasing Rotation

It will be the association's intention to purchase new game jerseys following the below schedule. 2016 - Mini mites & Mites & U12 2018 - Squirts & PeeWee 2019 - Bantams 2022 - Mini mites & Mites & U12 2024 - Squirts & PeeWee 2025 - Bantams

Level of Team Play The level of play; A, B, C etc will be determined by the board. Some of the factors that will go into the decision will be ratio of 1st year and 2nd year players at that level, years of hockey experience, number of coaches, years of experience of coaches, goalie experience, total number of players, etc. With all this in mind, a team may fall into a gray area of level of play, we would ask the coach and parents to make a decision together with knowledge of where they fall on formula of above factors. The district has the ultimate decision on what level you will play.

End of the Year Banquet An end of year banquet for the association and high school team will be held after everyone completes their season. At this banquet we each team will award one player with the Doug Houle Award which represents good sportsmanship on and off the ice toward teammates, coaches, officials, and opposing teams. An award will be presented by the board to a Coach of the Year to recognize a head or assistant coach that has gone above and beyond the expectations to develop the skill and character of the individual players, while developing a team chemistry of the whole group. The board will also recognize a Volunteer of the Year to represent the individual who has gone above and beyond year after year to help grow the game of hockey for RAHA.

Code of Conduct Introduction

- Coaches and parents should recognize that players continue to participate in hockey because they are having fun. Whether they do or not is up to you! They will have fun if they play. Remember, winning is important, but OUR objective is to win while using all of our players, not just the best ones. Consider checking out Minnesota's Why We Play Initiative.
<https://www.nfhs.org/articles/minnesota-s-why-we-play-initiative-teaches-purpose>

-of-educational-sports/

- They will have fun if you encourage them. To be yelled at in front of teammates, opponents, and other parents does not encourage hockey players.
- They will have fun if you are understanding and patient with them. There will be times when our players perform to their best and there will be times that our opponent is simply better.
- Participation in hockey and in RAHA is a privilege, which is accompanied by responsibility. As RAHA members and participants, you are asked to understand and accept the following requirements:
 - I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
 - I will be fully responsible for my own actions and the consequences of my actions.
 - I will respect the rights and property of others.
 - I will respect and obey the rules of my association and the laws of my community, state, and country.
 - I will show respect to those who are responsible for enforcing rules.

Goals and Responsibilities

Goals:

- Provide every youth with the opportunity to play organized hockey with youths of comparable skills and interests.
- Develop a sense of team play and sportsmanship.
- Develop the playing skills of each individual.
- Ensure that every player in the program gets an opportunity to play in games and play a reasonable equal amount of time. If a player practices with purpose, he/she will play in games.

Responsibilities:

- Show respect toward coaches, players, and game officials.
- Understand the spirit of discipline and adhere to it.
- The use of profanity, gestures, and/or unsportsmanlike conduct and the practice of sexual, racial or religious harassment towards officials, coaches, players, or adults will not be tolerated and will subject you to disciplinary action.
- Banging or throwing sticks or other equipment against the boards or in the penalty

box is an example of unsportsmanlike conduct.

- Keep yourselves in good physical condition at all times.
- Know and understand your hockey ability.
- Work hard in practice.
- Follow the directions of your coach and be willing to accept constructive criticism.
- Be a team player. Do not criticize your fellow team players or coaches. If you can't say something nice or encouraging, keep it to yourself.
- Attend all team activities except when properly excused.
- Be gracious and courteous in victory and defeat.
- Players must be enrolled, attending classes and be making satisfactory progress towards the school's requirements for graduation.

Responsibilities for Coaches:

- Conduct a parent and player meeting at the beginning of the season. This manual, including all behavior expectations and disciplinary policies, is to be outlined at this meeting with both parents and players.
- Communicate clearly to players and parents so that everyone knows what to expect.
- Respect, encourage, and compliment players. Use constructive criticism.
- Develop each player to the best of their ability.
- Use proper control at all times. The coach is the instructor and role model for the players.
- Enforce rules fairly, without prejudice towards any one player.
- Be enthusiastic and make hockey fun.
- Maintain team discipline. Matters of discipline should be discussed privately with the player and/or parents. This should take place immediately and prior to leaving the arena.
- Adhere to the policy of equal playing as per minnesota hockey time for all players.
- Disciplinary action may be taken in the case of inappropriate coaches behavior.
- Use of profanity by any coach will not be tolerated.
- Be gracious and courteous in victory and defeat.

Responsibilities for Parents:

- Make sure your players knows that win or lose you appreciate their effort. Praise don't criticize. Consider having a routine of telling your player to; Play Hard, Have Fun, and that you Love Them.

- Accept disappointment gracefully. Don't pass along disappointment to the players or team members.
- Know the coach. Discuss your problems or the progress of your player with him/her at the proper time. The proper time is never right after a difficult defeat or in the company of other players or parents.
- Appreciate the fact that the coach has the responsibility of an entire team. Coaches are unpaid volunteers. Support the coach's decisions.
- A coach tries their best to place each player in the position he feels best supports the team. We encourage communication about this between coaches and parents.
- Know the requirements of the Redwood Area Hockey Association and ensure that your players live up to them.
- No parents above the 8U level are allowed in the locker room at any time. **There is no exceptions to this rule.**
 - Anyone in the locker room must be Safesport Certified and complete a Background check as required by USA Hockey.
- Disciplinary action may also be taken in the case of inappropriate parental behavior.
 - Redwood Area Hockey Discipline Policy for Parent misconduct.
 - First Offense: Verbal Warning
 - Second Offense: Immediate removal from game
 - Third Offense: 2 Game Suspension in addition to any District 4 discipline
- Signature and submittal to the board, of the enclosed Acknowledgement and Student/Parent Release Form will be required.

Rules and Regulations

- All players, coaches and parents are expected to follow socially acceptable standards of conduct at all times whether on or off the ice.
- By registration in the Redwood Area Hockey Association, the play and conduct of all players, at any level, are covered by the Rules and Regulations of USA Hockey and Minnesota Hockey as set forth in their respective Rules Handbooks.
- All players will be governed and if necessary, disciplined by the policies set forth in those handbooks. Any player, coach or parent who during the season, either on or off the ice, engages in fighting, violence, or any form of intimidation, be it verbal or physical, abusive language, or who receives a major misconduct penalty for fighting, or unsportsmanlike conduct penalty, will be governed by the following:
 - 1st Offense: The player will receive a 1 game suspension. Should the incident

occur during a tournament, the player will receive disciplinary after the board has discussed it.

- 2nd Offense: The player will receive a 2 game suspension.
 - 3rd Offense: The player is suspended for the balance of the season. No refunds will be given.
-
- Please note that any of the behaviors, which is exhibited toward any coach, other player, referee, minor official or adult will fall under the guidelines of the above disciplinary procedures. The full board will meet as soon as possible, hearing from all involved parties to gather information. After hearing from all the interested parties, the board will convene privately to make disciplinary decision. A decision will be made immediately unless it is determined that further information is necessary to clarify the situation. A board member will notify the party/parties involved of the board's decision.

Alcohol, Tobacco and Mood-Altering Chemicals

- RAHA does not condone the use or possession of any mood altering chemicals. Players are expected to behave as athletes in the truest sense, meaning healthy bodies and minds. Any hockey player with a violation of the association rules or policy regarding the use of, buying, selling or possession of any mood-altering chemical including, but not limited to drugs, alcohol, tobacco, or inhalants, will receive a suspension from hockey as follows:
 - 1st Offense: 2 game suspension
 - 2nd Offense: Ineligible for the remainder of the season. No refunds will be given.
- A player's parents and/or coaches, are responsible for notifying a board member of such a violation prior to the first hockey practice or game following the violation. The full board will meet as soon as possible, hearing from all involved parties to gather information. After hearing from all the interested parties, the board will convene privately to make a disciplinary decision. A decision will be made immediately unless it is determined that further information is necessary to clarify the situation. A board member will notify the party/parties involved of the board's decision.

School Suspension, Expulsion, Attendance, and Academic Performance

- Students must be attending school and classes regularly. Students who have been dropped because of irregular attendance, extended absence, or

suspension from school are not eligible to participate in RAHA sponsored games.

- Any player suspended or expelled from school will not be allowed to play until fully reinstated back into school. This means that if a player's suspension includes Friday, but not Monday, the player is ineligible for any hockey events taking place over the weekend. Should a player be on suspension or expulsion on a Tuesday, and be reinstated on a Wednesday, he or she would not be eligible to play on Tuesday evening. The player's parents are responsible for notifying a board member of such suspension or expulsion prior to the first hockey practice or game following the suspension or expulsion.

NOTE: The above rules and regulations will be enforced with or without a formal protest.

Any complaint or grievance must be brought to the attention of the hockey board of directors, by phone or in writing within 48 hours of the incident. The board will determine the outcome of the complaint or grievance within 7 days.

.....

ANNUAL PLANNING CALENDAR (subject to change by the board of directors)

- January:
 - Annual Meeting
- February:
 - Bucks for Pucks fundraiser campaign
- March:
 - Equipment is collected, inventoried, and stored
 - Association Banquet is held
- April:
 - E-mail sent to coaches requesting application for Head Coaching positions next year.
 - Look at numbers based on last year roster to predict our team numbers for next year.
- May:
 - Determine registration rates
 - All head coaches are appointed
 - Committee assignments are made
 - Appointments are made for coordinator positions

- Tournaments
 - Dibs Coord.
 - RAHA Registrar
 - Equipment
 - Fundraising
 - District rep
 - Referee coordinator
 - District Scheduler
 - Gambeling
- June:
 - Board undertakes annual review of by-laws, policies and procedures, parent handbook
 - Develop/process registration meeting
- July:
 - All referees are appointed
 - Registration opens with September 1st deadline without increase in dues
- August:
 - Board holds orientation session with all head coaches
 - Determine concession item costs
- September:
 - All assistant coaches are approved by board
 - Team meetings are held for players, coaches, and parents
 - Equipment, supplies, other items are purchased
 - Keep-A-Kid On Ice fundraising campaign
 - All coaches and referees are certified and trained Invitational tournament schedule secured/finalize
 - Equipment is distributed
- October:
 - Game schedule is finalized with other Associations Practice schedule begins Master schedule is finalized between Association and Civic Arena staff
 - Concession stand is prepared, inventory ordered
 - Team photographs are taken.
 - Fall fundraiser
- November:
 - Development of next year's budget
- December:
 - Raffle fundraiser
 - Adopt the budget for coming year

- Notice of annual meeting