

June 3, 2023



# NORTHERN TIER STARS CO-OP AGREEMENT

## POLICIES AND PROCEDURES MANUAL

EFFECTIVE  
2023/24 THRU 2025/2026

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## OVERVIEW

### 1.1 MISSION

1.1.1 The mission of this co-op agreement is to create a high-quality girls' hockey program and to grow and encourage girls' participation in hockey within all participating associations.

### 1.2 DURATION

1.2.1 This agreement is valid for 3 seasons: 2023/24, 2024/25, and 2025/26.

### 1.3 PARTICIPATING ASSOCIATIONS

1.3.1 This agreement is applicable to the following participating associations:



**Cambridge-Isanti Hockey Association (CIHA)**

P.O. Box 214  
Isanti, MN 55040



**St. Francis Youth Hockey Association (SFYHA)**

P.O. Box 79  
East Bethel, MN 55011



**North Branch Area Hockey Association (NBAHA)**

P.O. Box 541  
North Branch, MN 55056

### 1.4 IDENTITY

1.4.1 The co-op shall be named Northern Tier Stars (NTS) and shall register for all events under this name.

### 1.5 GOVERNING RULES & REGULATIONS

1.5.1 All participating associations agree to follow USA Hockey, Minnesota Hockey, and MN Hockey District 10 Rules & Regulations.

1.5.2 Refer to USA Hockey, Minnesota Hockey, and MN Hockey District 10 for Rules & Regulations not covered within this agreement.

## 2 CO-OP COMMITTEE

### 2.1 COMMITTEE MEMBERS

2.1.1 The co-op committee shall consist of 2 Members from each participating association: The President and Girls Director.

2.1.2 The minimum term for each Girls Director shall be 1 year.

2.1.3 Each association will determine their own method for identifying their Girls Director. In the event there is not a Girls Director, the association will identify a committee member in place of the Girls Director.

## 2.2 COMMITTEE VOTING REQUIREMENTS

2.2.1 A committee quorum is required for all decisions for which a vote is required.

2.2.2 A quorum is defined as a minimum of one committee member from each participating association.

2.2.3 A majority vote is required for all decisions to pass.

2.2.4 In situations where the committee vote is 50/50 split, the topic shall be brought to each participating association for a final decision. Each association shall follow their own internal procedures for determining their vote. Each association will get a single vote.

## 2.3 CO-OP COMMITTEE COORDINATOR

2.3.1 The co-op committee shall elect a Committee Coordinator for a 1-year rotation outlined below.

- 2023/24: St. Francis Youth Hockey Association
- 2024/25: Cambridge-Isanti Hockey Association
- 2025/26: North Branch Area Hockey Association

2.3.2 The committee coordinator shall be responsible for the ongoing scheduling of the co-op committee needs.

2.3.3 The committee coordinator shall be responsible for documenting any meeting minutes, including voting decisions.

2.3.4 The committee coordinator shall send minutes to the remainder of the committee within three weeks for a vote to approve or edit minutes.

2.3.5 Approval of minutes must be agreed upon by a minimum of  $\frac{2}{3}$  of the co-op committee.

2.3.6 Upon approval of minutes, the committee coordinator will send the finalized document to the NTS Website Admin (see 2.4) to post on the NTS website.

## 2.4 NTS WEBSITE ADMIN

2.4.1 The NTS Website Administrator shall be shared by all participating associations per the 1-year rotation detailed below.

- 2023/24: Cambridge-Isanti Hockey Association
- 2024/25: St. Francis Youth Hockey Association
- 2025/26: North Branch Area Hockey Association

Optional: One association may volunteer to perform the Website Administrator duties for the entirety of this agreement.

2.4.2 The NTS Website Admin is responsible for ensuring accurate, up-to-date information is accessible for all members including, but not limited to, tryout dates/times, team rosters, team game/practice dates/times, etc.

2.4.3 The NTS Website Admin is responsible for notifying all members of date/time changes for events/practices/games/tryouts/etc.

2.4.4 Communications to all members shall be initiated by the NTS Website Admin and shall be sent directly to all members through the website.

2.5.5 The website shall list the current, active co-op committee members, including the Co-Op Committee Coordinator and Website Administrator.

## 2.5 DISTRICT MEETINGS

2.5.1 The co-op shall be represented at all District 10 meetings by The Co-Op Committee Coordinator. A co-op committee member may attend the District 10 meeting in place of the Co-Op Committee Coordinator.

2.5.2 The Co-Op Committee Coordinator shall be responsible for communicating any pertinent information to the co-op committee, coaches, members, and managers as appropriate.

## 3 MEMBER & TEAM POLICIES & PROCEDURES

### 3.1 PLAYER ELIGIBILITY

3.1.1 A player is eligible to participate in NTS co-op sponsored programs only if they are eligible to participate in a co-op participating association.

3.1.2 Players must be in good standing with their respective association.

### 3.2 NTS REGISTRATION

3.2.1 All NTS players shall register with their home association.

3.2.2 All players shall make their payments to their home associations.

3.2.3 Registration of girls shall be provided to the co-op committee as soon as available.

3.2.4 Upon completion of their home association registration, a second registration will be required through the NTS webpage.

### 3.3 REGISTRAR ACTIVITY

3.3.1 The role of the NTS registrar shall be shared by all participating associations. Below are the official registrars by season for the duration of this agreement.

- 2023/24: St. Francis Youth Hockey Association
- 2024/25: North Branch Area Hockey Association
- 2025/26: Cambridge-Isanti Hockey Association

3.3.2 Each participating association agrees to support official registrar activities as required throughout the season.

3.3.3 It is the responsibility of each participating association to provide the documentation required for the registrar to fulfill his/her duties. This includes both player and coach required documents.

3.3.4 The rosters for each team shall be created within the official USA Hockey Registration for the association in charge for that season as defined above.

3.3.5 The official roster links shall be provided to the co-op committee upon roster sign-off.

3.3.6 The co-op committee coordinator's contact information shall be placed onto each association and NTS websites.

### 3.4 CO-OP AGE CLASSIFICATIONS & DIVISIONS

3.4.1 The co-op may create and support a team(s) at the following age classifications:

- 8 & Under Girls
- 10 & Under Girls
- 12 & Under Girls
- 15 & Under Girls

3.4.2 Age Classification requirements shall follow the definitions set forth by Minnesota Hockey rules & regulations.

3.4.3 The co-op may support teams in any of the following divisions: A, B, B1, and B2

### 3.5 TEAM DECLARATIONS

3.5.1 The intention of the NTS co-op is to field teams annually for the age classifications listed in Section 3.4.

3.5.2 The intention of the NTS co-op is to create teams in the division most appropriate to the skill level of the registered players.

3.5.3 If it is deemed necessary to have two teams in the same division (i.e., two B1 teams), the teams will be selected to be as equally competitive as possible. See the NTS Tryout Policy for more information.

3.5.4 It is the intention of the NTS co-op to roster an appropriate number of teams at each age classification to accommodate the number of registered players.

### 3.6 UNIFORM

3.6.1 An official NTS Girls co-op uniform shall be selected and approved by the co-op committee.

3.6.2 Use of jerseys, socks, and stickers, etc., will be defined by the co-op committee.

3.6.3 All participating associations shall be represented equally on jerseys.

3.6.4 Teams shall wear co-op jerseys and not home association jerseys under any circumstance, including scrimmages.

3.6.5 The cost of jerseys, socks, and stickers, etc., shall be split by associations based on the percentage of girls from each association on each team.

3.6.6 The Saint Francis Youth Hockey Equipment Director will coordinate and order all jerseys for the NTS co-op. Final approval of jerseys will be by majority vote of the co-op committee.

### 3.7 PRACTICES AND GAMES

3.7.1 All participating associations agree that practice and game scheduling will be handled per age appropriate guidelines defined by Minnesota Hockey and USA Hockey

3.7.2 The Saint Francis Hockey Association ice scheduler will coordinate ice scheduling for the co-op.

3.7.3 Efforts should be made during the season by teams to utilize outdoor ice, weather permitting.

3.7.4 The teams shall register for events as Northern Tier Stars.

3.7.5 Ice times will be scheduled as close to 50/50 at East Bethel and Cambridge-Isanti. When North Branch completes their ice arena, ice times will be split 1/3 between all 3 arenas.

### 3.8 TOURNAMENTS

3.8.1 All tournaments shall be sanctioned by Minnesota Hockey.

3.8.2 The co-op will schedule three tournaments outside of District 10 league play and District 10 playoffs for U10 – U15 teams.

3.8.3 The co-op committee will work together to assign at least one out-of-town tournament for each anticipated team at every co-op level for U10 – U15 teams.

3.8.4 Co-op teams will be responsible for paying for their tournaments through team assessment, or through player registration based on association billing policies. Between associations, the tournament costs shall be split by associations based on the percentage of girls from each association on each team.

3.8.5 If a co-op team reaches Regional or State Tournament play costs shall be split by associations based on the percentage of girls from each association on each team.

## 4 PLAYER MOVE-UPS

### 4.1 GENERAL

4.1.1 All Minnesota Hockey, USA Hockey, and D10 Rules and Regulations shall be followed for grade move-ups.

4.1.2 It is the responsibility of the player and the player's home association to provide the appropriate grade move-up documentation required by the D10 Registrar. This documentation shall be provided to the participating association in charge of the registrar activities for that season.

### 4.2 GRADE MOVE-UP

4.2.1 A player may register to participate in a higher age classification to play with their school grade. This is common with summer birthdays. NTS shall approve all grade move-up requests.

### 4.3 NEED MOVE-UP

4.3.1 A Need move-up is defined as a move-up of a player that is required to complete a roster at a specific level.

4.3.2 All need move-ups shall be reviewed by the co-op committee.

4.3.3 The co-op committee shall identify the player(s) being considered for the need move-up and shall invite them to tryout with the intended move-up level.

4.3.4 Upon tryout completion the co-op committee shall review tryout scores for the need move-up player(s) to ensure appropriate age classification placement.

#### 4.4 SKILL MOVE-UP

- 4.4.1 A Skill move-up is defined as a move-up of a player of significant skill above their own age classification and out of the defined MN Hockey Age Classification by age or grade level.
- 4.4.2 All skill move-ups shall be reviewed and approved by the player's home association prior to review by the co-op committee.
- 4.4.3 All skill move-ups shall be reviewed by the co-op committee.
- 4.4.4 Upon co-op committee approval to proceed, the player shall be invited to tryout at the requested level.
- 4.4.5 If the skill move-up creates a deficient number of players at the level the player is supposed to participate in as defined by MN Hockey, the skill-move up shall be reviewed by the co-op committee.
- 4.4.6 After tryouts, the co-op committee shall perform a final review the skill move-up to ensure proper age classification placement.
- 4.4.8 Skill move-up co-op approval is only valid for one season.

### 5 TRYOUTS

#### 5.1 TRYOUT POLICY

- 5.1.1 Tryouts will be conducted under the current NTS Tryout Policy.
- 5.1.2 Youth hockey eligible players that opt to try out for a high school team are not guaranteed a spot on a NTS team if they decided to return to youth hockey. These players are encouraged to attend tryouts to be properly placed on team. (Example: 7 players tried out for High School hockey and did not make a team. 2 of those players registered for youth hockey and attended tryouts. The remaining 5 players did not sign up for youth hockey or attend tryouts. The 2 players who registered and attended tryouts will return to youth hockey, while the U15 roster may be unable to support the addition of the other 5 players. This will be handled on a case-by-case basis by the NTS co-op committee).
- 5.1.3 Players that attend a co/ed or boys' tryout with a participating association are not eligible to attend tryouts.

#### 5.2 TRYOUT HOST

- 5.2.1 The association hosting tryouts is rotated through the co-op participating associations. Below are the hosts for the duration of this agreement.
- 2023/24: St. Francis Youth Hockey Association (Pre-skates at Cambridge-Isanti)
  - 2024/25: Cambridge-Isanti Hockey Association (Pre-skates at North Branch)
  - 2025/26: North Branch Area Hockey Association (Pre-skates at St. Francis)
- 5.2.2 In the event an association is unable to host per the season schedule above, the co-op committee shall vote on an alternate host. See section 2.2 for voting requirements.

### 5.3 SIBLING PLACEMENT REQUESTS

5.3.1 Sibling Placement Requests must be made to the NTS co-op committee prior to tryouts. If siblings wish to play together on the same team, sibling requests shall be honored if the siblings are in the same age level.

5.3.2 Siblings will be placed based on the lowest tryout score of the siblings.

## 6 COACHES

### 6.1 COACH SELECTION COMMITTEE

6.1.1 The Coach Selection Committee shall consist of the Coaching Director from each association, or as assigned by each association.

### 6.2 COACHING APPLICATION PROCEDURE

6.2.1 All coaching applications will be submitted using the registering association's application form and process for application.

6.2.2 The following process will be followed for selection:

- A. The registering association will provide all girls coaching applications to the Coach Selection Committee.
- B. The Coach Selection Committee will review and approve/reject applications and document any additional supporting information as needed.
- C. All applicants interested in a Head Coaching position are required to go through an interview. The Coach Selection Committee will conduct all coaching interviews.
- D. All applications and recommendations will be provided to the co-op committee for a final decision.
- E. The co-op committee will notify applicants of their approval status.

6.2.3 Coaches selected will be required to attend any of the co-op associations' coaching clinics and obtain all required USA coaching certifications required to coach at the level they are coaching, as well as clear background checks.

6.2.4 The head coach and team manager must attend required District 10 functions.

6.2.5 The co-op committee will make every effort to have coaches from each association on every team.

### 6.3 COACHING REQUIREMENTS

6.3.1 All coaches are required to follow the policies and procedures set forth by USA Hockey, MN Hockey, and District 10.

6.3.2 A coach may be Head or Assistant Head Coach of only one team. They may hold the position of an Assistant Coach for additional teams.

6.3.3 A coach appointed Head or Assistant Head Coach of a team shall prioritize said team over other teams for which they may hold an Assistant Coach role.

6.3.4 Salary amount of non-parent coaches will be based on which association the coach comes from, then split up based on percentage of players on the team from each association.

## 6.4 COMPLAINTS AND DISCIPLINARY ACTIONS

6.4.1 The co-op committee will handle any complaints and/or potential disciplinary actions and work with all associations for resolution in accordance with the NTS Parent and/or Player Code of Conduct. The co-op committee will recommend actions to the home association for their respective player, parent, coach or manager.

6.4.2 Home associations will vote on disciplinary actions for players or parents within their home association.

## 7 FEES & BILLING

### 7.1 HOCKEY FEES

7.1.1 It is the goal that each participating association will split up-front costs for co-op related items as equal as possible.

7.1.2 Registration fees, including Ice fees/billing/tournament fees/etc., will be collected individually by each participating association.

7.1.3 All team costs, including but not limited to: ice fees, tournament fees, District 10 fees, uniform fees, etc., will be reimbursed to each association based on a reconciled true cost for each skater based upon final team make-up and ice hours allocated. See example calculation below.

		Team A	Team B	Team C
Total	Team Player Quantity	16	16	15
	Team Costs	\$ 2,000.00	\$ 5,000.00	\$ 9,000.00
NB	Players	6	1	5
	Percentage of Team	38%	6%	33%
	True Cost	\$ 750.00	\$ 312.50	\$ 3,000.00
	Total	\$ <b>4,062.50</b>		
SF	Players	4	8	5
	Percentage of Team	25%	50%	33%
	True Cost	\$ 500.00	\$ 2,500.00	\$ 3,000.00
	Total	\$ <b>6,000.00</b>		
CI	Players	6	7	5
	Percentage of Team	38%	44%	33%
	True Cost	\$ 750.00	\$ 2,187.50	\$ 3,000.00
	Total	\$ <b>5,937.50</b>		

7.1.4 Additional team costs such as tournaments, which are outside of registration fees collected at the beginning of the season will be the responsibility of the Team Manager to collect and provide payment to the association which funded the cost.

7.1.5 Budgeting reconciliation will take place on January 15th & March 31st of each season.

7.1.6 The NTS Co-Op will form a Finance Committee consisting of the Treasurer from each association. The Finance Committee will work together to create timely and accurate cost breakdowns and reconciliations per level/association in accordance with due dates. The Finance Committee will submit cost breakdowns and reconciliations to the co-op committee for approval. Once the co-op committee has reviewed and approved the reconciliations, itemized invoices shall be provided on or after the dates listed above. Payment shall be paid within 30 days of receipt of invoice. Overdue and unpaid balances over 60 days will be charged interest at a rate of 2% per month.

7.1.7 Any change in the ice pricing by the vendors will be factored into the overall ice costs.

## 7.2 OFF ICE DEVELOPMENT COST AND STRUCTURE

7.2.1 Any off-ice training and development will be decided by the co-op committee.

7.2.2 The cost of off-ice training and development will be the responsibility of each home association based on their percentage of players on each roster. See example above for calculating true cost for each player.

7.2.3 Any increase in costs during the season by the vendor will be factored into the overall cost.

## 7.3 REFUNDS

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

# 8 HEALTH AND SAFETY POLICIES AND PROCEDURES

8.1.1 All NTS co-op participants shall abide by health and safety policies and procedures set forth by USA Hockey, MN Hockey, and District 10.

8.1.2 The co-op committee shall be notified regarding any violations and report said violations per the policies and procedures set forth by USA Hockey, MN Hockey, and District 10.

8.1.3 The co-op committee shall review all violations and assess appropriate disciplinary action.

# 9 ZERO TOLERANCE POLICY

## 9.1 MEMBER ELIGIBILITY

9.1.1 The NTS co-op committee may suspend or revoke membership of any individual whose behavior has violated the NTS co-op code of conduct.

9.1.2 The committee may also suspend or revoke membership of individuals who have a status of "member not in good standing" and have not made a reasonable attempt to remedy the conditions required to restore their good standing.

9.1.3 The co-op committee may suspend or revoke membership eligibility for a specified or indefinite period through a private hearing by a super majority vote (5/6 of the voting board).

9.1.4 Membership rights may be reinstated by the co-op committee with a majority vote (2/3 of the voting board).

## 9.2 APPEALS

9.2.1 If a team official or player is suspended, an appeal may be made to the participating association presidents.

9.2.2 If the circumstances are warranted, the Presidents may reinstate the individual with a 2/3 vote.

9.2.3 All decisions made during the appeal meeting by the Presidents are final.

9.2.4 The coach and respective girls director are the individuals responsible for informing the player of the violation and penalty.

9.2.5 The girls director is responsible for informing the team official of the violation and/or penalty.

9.2.6 All NTS co-op players and coaches will be governed by MN Hockey District 10, as well as NTS co-op rules.

9.2.7 If the use of alcohol, tobacco products or drugs is found to be a contributing factor in the misconduct of the players or team officials, the penalties can be compounded.

9.2.8 If an incident is determined by the appeal meeting to be too severe, it will be brought directly to the full NTS co-op committee and a member of the District 10 Board of Directors. More severe penalties may be administered up to and possibly including removal from the NTS Co-op.

## 10 GRIEVANCE PROCEDURES

### 10.1 BETWEEN TEAM OR ASSOCIATION MEMBERS

10.1.1 Concerns, problems, or disputes by a player, parent or team official who believe he/she has been infringed upon according to the NTS Co-op, Minnesota Hockey, District 10 and/or USA Hockey Policies may be resolved using the following grievance procedure.

1. All disputes should first be addressed with a calm discussion between the affected parties. Parties shall wait 24 hours after the incident has occurred to allow a cooling off period to prevent action solely out of anger.
2. If the issue cannot be resolved directly, present a signed and dated letter detailing the incident and outstanding issues. The respective girls Director shall schedule a meeting between the affected parties. The respective girls Director shall keep detailed notes of the meeting and submit a copy of the original grievance letter, outstanding issues letter and notes from this meeting to the Co-op Presidents.
3. If a resolution is not achieved in the meeting indicated in Step 2, the respective girls Director shall request the NTS Co-op Presidents appoint one Board member

(appointed on a case-by-case basis to avoid a conflict of interest) to act as a mediator to hear the outstanding issues and determine a resolution. The mediator shall schedule a meeting with the Head Coach, Team Manager, respective girls Director, and the individual initiating the grievance. The mediator shall keep detailed notes as a record of this meeting.

10.1.2 Resolution reached at any step of the Grievance Procedure will be considered final and a signed statement by all parties will be required.

10.1.3 The grievance process will be handled as quickly as possible, and every effort will be made to reach a resolution within 15 days.

10.1.4 Documentation of the grievance and actions taken will be kept on file with the NTS Co-op.

## 10.2 CO-OP COMMITTEE OR COMMITTEE MEMBER(S)

10.2.1 Concerns, problems, or disputes by a player, parent, or team official who believes he/she has been infringed upon according to the NTS Co-op, Minnesota Hockey, District 10, and/or USA Hockey Policies may be resolved using the following grievance procedure.

1. All disputes should first be addressed with a calm discussion between the affected parties. Parties shall wait 24 hours after the incident has occurred to allow a cooling off period to prevent action solely out of anger.
2. If the issue cannot be resolved directly, present a signed and dated letter detailing the incident and outstanding issues to the NTS Co-op Presidents. The Presidents shall schedule a meeting between the affected parties and participating association Vice Presidents. The Vice President shall keep detailed notes of the meeting and submit a copy of the original grievance letter, outstanding issues letter and notes from this meeting to the Co-op Presidents.
3. If a resolution is not achieved in the meeting indicated in Step 2, the Vice President shall request the NTS Co-op Presidents appoint one Board member (appointed on a case-by-case basis to avoid a conflict of interest) to act as a mediator to hear the outstanding issues and determine a resolution. A non-voting member at large may be selected as the mediator. The mediator shall schedule a meeting with the Head Coach, Team Manager, proper Director, and the individual initiating the grievance. The mediator shall keep detailed notes as a record of this meeting.

10.2.2 Resolution reached at any step of the Grievance Procedure will be considered final and a signed statement by all parties will be required.

10.2.3 The grievance process will be handled as quickly as possible, and every effort will be made to reach a resolution within 15 days.

10.2.4 Documentation of the grievance and actions taken will be kept on file with the NTS Co-op.

## 10.3 TEAM OFFICIAL

10.3.1 Concerns, problems, or disputes by a team official who believes he/she has been infringed upon according to the NTS Co-op, Minnesota Hockey, District 10, and/or USA Hockey Policies may be resolved using the following grievance procedure.

1. All disputes should first be addressed with a calm discussion between the affected parties. Parties shall wait 24 hours after the incident has occurred to allow a cooling off period to prevent action solely out of anger.
2. If the issue cannot be resolved directly, present a signed and dated letter detailing the incident and outstanding issues to the Player and their Legal Guardian. The Player and Legal Guardians shall respond within two days of the receipt of grievance. The Head Coach shall schedule a meeting with the Player, their Legal Guardians, and Team Manager within two days of the response. The purpose of this meeting is to discuss and resolve the issue. The Head Coach shall keep detailed notes of the meeting and submit a copy of the original grievance letter, outstanding issues letter and notes from this meeting to the Proper Director.
3. If a resolution is not achieved in the meeting indicated in Step 2, the grievance will be forward to the respective girls Director. A signed and dated letter detailing the outstanding issues shall be provided within 2 days of the meeting with the Head Coach and Team Manager. The proper Director shall schedule a meeting with the Head Coach, Team Manager, the Player, and their Legal Guardians within two days of the receipt of the grievance. The respective girls Director shall keep detailed notes as a record of this meeting and submit a copy of the original grievance letter, outstanding issues letter, and notes from this meeting to the NTS Co-op Presidents.
4. If a resolution is not achieved in the meeting indicated in step 3, the proper Director shall request the NTS Co-op Presidents appoint one Board Member (appointed on a case-by-case basis to avoid a conflict of interest) to act as a mediator to hear the outstanding issues and determine a resolution. The mediator shall schedule a meeting with the Head Coach, Team Manager, respective girls Director, the player and their Legal Guardians within two days of receipt of the grievance. The mediator shall keep detailed notes as a record of this meeting until the end of the season.

10.3.2 Resolution reached at any step of the Grievance Procedure will be considered final and a signed statement by all parties will be required.

10.3.3 The grievance process will be handled as quickly as possible, and every effort will be made to reach a resolution within 15 days. Documentation of the grievance and actions taken will be kept on file with the NTS Co-op.

## 11 CODE OF CONDUCT

### 11.1 ALL PARTICIPANTS

11.1.1 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.

11.1.2 This campaign is designed to require all players, coaches, officials, team officials, and administrators and parents/spectators to maintain good sportsmanship and an educational atmosphere before, during and after all USA Hockey sanctioned games.

11.1.3 Players, Parents, and Team Officials shall never:

1. Openly dispute or argue any decision by an official;
2. Use obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.

### 11.2 PLAYER MISCONDUCT

11.2.1 NTS Co-op Players will follow Minnesota Hockey guidelines regarding mood-altering chemicals and misconduct. This information can be found on the MN Hockey website.

11.2.2 Any player who, during the season, engages in fighting, violence, any form of intimidation or abusive language, has received a major or misconduct penalty for fighting, spearing, butt-ending, has received two unsportsmanlike penalties in one game or violates the NTS Co-op Code of Conduct will be governed by the following:

**First Offense:** Player must attend a mandatory meeting held between the offending player, parents/guardian, the Co-op Committee, and the meeting must take place within 14 days. Based on the circumstances of the incident, the Co-op Committee will determine the discipline. If it occurs at the end of the season, the decisions/discipline will carry over to the following season. The report of the incident/event must be made within 48 hours of the incident/event. This discipline could be in addition to the District 10 rules or if the circumstances warrant, the District 10 guidelines could be the discipline for the event.

**Second Offense:** The Player shall be suspended from all games until a mandatory meeting is held with the offending player, parents/guardian, the Co-op Committee, and the meeting must take place within 14 days. Based on the circumstances of the incident, the Co-op Committee will determine the discipline. If it occurs at the end of the season, the decisions/discipline will carry over to the following season. The report of the incident/event must be made within 48 hours of the incident/event. This discipline could be in addition to the District 10 rules or if the circumstances warrant, the District 10 guidelines could be the discipline for the event.

Should the incident occur at an out-of-town function, the coach, player, and parent/guardian would have an interim meeting after the coach has had a phone conversation with the level representative or competition director. The mandatory meeting will be held upon return and the Co-op Committee will determine the discipline.

**Third Offense:** The Player shall be suspended from all games until a mandatory meeting is held with the offending player, parents/guardian, the Co-op Committee, and the meeting must take place within 14 days. Based on the circumstances of the incident, the Co-op Committee will determine the discipline. If it occurs at the end of the season, the decisions/discipline will carry over to the following season. The report of the incident/event must be made within 48 hours of the incident/event. This discipline could be in addition to the District 10 rules or if the circumstances warrant, the District 10 guidelines could be the discipline for the event.

Should the incident occur at an out-of-town function, the coach, player, and parent/guardian would have an interim meeting after the coach has had a phone conversation with the level representative or competition director. The mandatory meeting will be held upon return and the Co-op Committee will determine the discipline.

### 11.3 TEAM OFFICIAL MISCONDUCT

11.3.1 Any Team Official who, during the season, engages in fighting, violence, any form of intimidation, abusive language, has received two unsportsmanlike penalties in one game, has been ejected from a game will be governed by the following:

**First Offense:** Team Official must attend a mandatory meeting with the Co-Op Committee within 14 days of the reported incident/event. The report of the incident/event must be made within 48 hours of the incident/event. The Co-op Committee will review the findings and assess appropriate disciplinary action. A follow-up written report must be submitted to the NTS Co-op Presidents explaining the incident.

A written grievance may be submitted by anyone witnessing a violation of a code of conduct by following the NTS Co-op grievance policy.

**Second Offense:** A team official is suspended from all games until the team official attends a mandatory meeting with the Co-op committee within 14 days of the reported incident/event. The incident/event must be reported within 48 hours. The Co-op committee will review the findings and deliver the appropriate discipline. This discipline could be in addition to the District rules or if circumstances warrant, the District 10 guidelines could be the discipline for the event. Should the incident occur at an out-of-town function, the coach must have an interim phone conversation with the respective girls Director. The mandatory meeting will be held upon return and the Co-op Committee will determine the discipline.

**Third Offense:** A team official is suspended from all team events until the team official attends a mandatory meeting with the Co-op Committee within 14 days of the reported incident/event. The incident/event must be reported within 48 hours. The Co-op Committee will review the findings and deliver the appropriate discipline. This discipline could be in addition to the District rules or if circumstances warrant, the District 10 guidelines could be the discipline for the event. Should the incident occur at an out-of-town function, the coach must have an interim phone conversation with the respective

girls Director(s). The mandatory meeting will be held upon return and the Co-op Committee will determine the discipline.

#### 11.4 PARENT/SPECTATOR MISCONDUCT

11.4.1 On-ice officials are instructed to stop play when the parents/spectators displaying inappropriate and/or disruptive behavior interfere with other spectators or the game (Zero Tolerance.) The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectator's 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:

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

11.4.2 The NTS Co-op Committee, team managers and/or coaches may also enforce the Zero Tolerance Policy for players, coaches, and parents/spectators. It is within their rights to pursue disciplinary action on any incident they feel breaches the Zero Tolerance Policy. Action may be taken onsite to remove the offending party from the viewing and/or game area. A follow up written report must be submitted to the NTS Co-op Presidents explaining the incident. A written grievance may be submitted by anyone witnessing a violation of a code of conduct by following the NTS Co-op Grievance Policy highlighted in this manual. The violation should be reported to the Co-op Committee. The co-op committee will review these offenses. If merited, disciplinary action for violating the codes of conduct will be taken as follows:

**First Offense:** 14-day suspension or two (2) District 10 or playoff games whichever is greater and from attending any team or NTS Co-op functions. This suspension will continue into the next season if requirements of mandated suspension are not fulfilled in the season in which offense occurred.

**Second Offense:** 30-day suspension or four (4) District 10 or playoff games whichever is greater and from attending any team or NTS Co-op functions. This suspension will continue into the next season if requirements of mandated suspension are not fulfilled in the season in which offense occurred.

**Third Offense:** Suspension from attending team functions as well as attending any NTS Co-op sponsored functions for the balance of child's participation in the NTS Co-op.

11.4.3 All suspensions are considered continuous from season to season and from level to level until suspension requirements are fulfilled.

11.4.4 After reviewing offense, the NTS Co-op Committee will determine the commencement and completion date of the suspension based on family variables.

11.4.5 If unsatisfied with the decision of the NTS Co-op Committee, an appeal may be made to the Presidents of NTS as described in this agreement.

## 12 VOLUNTEER / DIBS HOURS

12.1 Refer to your home association rules.

## 13 AMENDMENTS / YEARLY REVIEW

13.1.1 A yearly review of this agreement shall take place between each season.

13.1.2 All amendments need to be reviewed and approved by each associations Board of Directors before August 1st of that season.

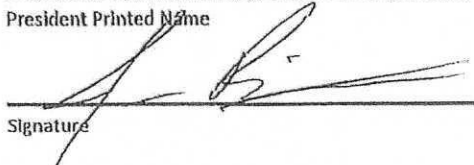
## 14 OPT-OUT CLAUSE

14.1.1 A majority vote by the Board of Directors of CIHA, SFYHA, or NBAHA must be held at a regularly scheduled board meeting.

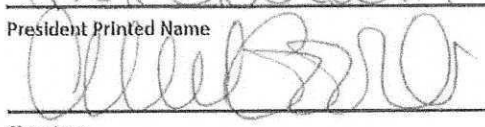
14.1.2 A written opt-out notification must be delivered to each of the other two association: CIHA, SFYHA, or NBAHA Board of Directors

14.1.3 Opting out must be done after the completion of the current season but no later than June 1<sup>st</sup> of that year.

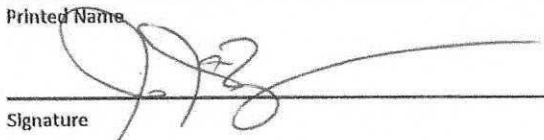
Cambridge/Isanti Hockey Association President:

JOE BURHTE  
\_\_\_\_\_  
President Printed Name  
\_\_\_\_\_  
Signature  
6/27/2023  
\_\_\_\_\_  
Date

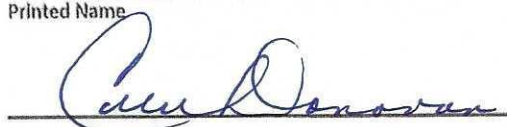
St. Francis Youth Hockey Association President:

Alex Goodwin  
\_\_\_\_\_  
President Printed Name  
\_\_\_\_\_  
Signature  
6/27/2023  
\_\_\_\_\_  
Date

North Branch Area Hockey Association President:

JASON ZURWAS  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Signature  
6/27/23  
\_\_\_\_\_  
Date

MN Hockey District 10 Representative:

Colleen Donovan - D10 Director  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Signature  
06-30-2023  
\_\_\_\_\_  
Date