



**St. Michael – Albertville
Youth Hockey Association
and
North Wright County RiverHawks
Handbook**



Table of Contents

Section #	Title	Page
	The St. Michael /Albertville Youth Hockey Association/North Wright County River Hawks (STMAYHA/NWC)	3
A.	Definition	3
B.	Mission & Philosophy	3
C.	Membership	3
D.	Goals	3
E.	STMAYHA Membership:	3
F.	Official Colors	4
G.	Affiliations and Representation	4
H.	Disclaimer	4
I.	Revisions	5
J.	Restrictions	5
	General Playing Rules	6
	Player Assignment	6
	Team Playing Rules	7
	Discipline	8
	Grievances	9
	Tournaments and “Out of Town” Games	10
	Level Playing Rules:	11
	Initiation Level	11
	Girls Levels: 10U, 12U, and 15U	13
	Ice Time Recommendations	13
	Team /Coaching & Selection	15
	Coach Selection/Replacement Policies	15
	Coaches	16
	Coach Replacement	16
	Equipment	17
	Code of Conduct & Academic Standards	18
	Team Roles and Responsibilities	22
	Appendix A	Error! Bookmark not defined.
	Appendix B	Error! Bookmark not defined.
	Appendix C	Error! Bookmark not defined.

Appendix D

Error! Bookmark not defined.

Appendix E

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STMAYHA Financial Assistance Guidelines

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This handbook is provided for the players, coaches, managers and parents of STMAYHA/NWC teams as a reference document for association rules, regulations and guidelines. This document is supplemental to the STMAYHA/NWC By-Laws that are included in the Appendix. Additionally, this document is a supplement to USA Hockey, MN Hockey and District 5 handbooks. **Please refer to aforementioned handbooks for additional details.**

The St. Michael /Albertville Youth Hockey Association/North Wright County River Hawks (STMAYHA/NWC)

A. Definition

The St. Michael Youth Hockey Association/North Wright County River Hawks (STMAYHA/NWC) is comprised of the best possible teams, traveling and in-house (boys and girls) that represent our communities in competition against teams from Minnesota, the United States, Canada and Europe.

B. Mission & Philosophy

The STMAYHA provides all youth of our communities the opportunity to develop as hockey players within a team concept to the extent allowed by their physical abilities and interest. This is accomplished through skill development during practice sessions and execution during games.

STMAYHA believes that winning is positive, but only when it can be done in harmony with the welfare and interest of each individual player. Each player will be encouraged to develop characteristics that promote the team concept (see roles and responsibilities). Players, coaches, and parents must realize that coaching is teaching and that perfection is not possible.

C. Membership

STMAYHA is open to all residents, families within the STMA District. All individuals wishing to participate in STMA Youth Hockey that reside outside the STMA District must follow the Minnesota Hockey waiver process.

D. Goals

1. To experience the enjoyment and satisfaction of personal and team participation and achievements.
2. To contribute to the social, emotional and physical development of the players.
3. To learn the fundamental skills of hockey.
4. To blend individuals and their skills into successful team play.
5. To support the St. Michael /Albertville High School Hockey Program and the North Wright County River Hawks High School program.

E. STMAYHA Membership:

STMAYHA is a team of Parents, Coaches and players. The more we exhibit team characteristics on and off the ice the better our teams will perform. The following is a list of characteristics that help build team effectiveness: (Share these with your players)

1. Attitude

- Demonstrates a positive attitude
- Receptive to constructive criticism
- Values other team members

2. Flexibility

- Willingness to help other players, parents and coaches when need arises
- Willingness to work scheduled fundraisers

3. Reliability

- Meets deadlines associated with paperwork and billings
- Attends all practices, games and regular scheduled meetings

4. Resourceful

- Willing to explore ways to improve team performance and to increase the effectiveness of STMA Youth Hockey Association

5. Honesty and Integrity

- Sets the team above personal interest
- Makes decisions based on the common good of the team

F. Official Colors

STMAYHA: Royal Blue & Gold

NWC: Red, Navy & White

G. Affiliations and Representation

1. USA Hockey - The national governing body for amateur hockey in the United States. STMAYHA is represented at USA Hockey through its membership in MN Hockey. USA Hockey provides insurance coverage for all players and coaches in the STMAYHA.
2. Minnesota Amateur Hockey Association (MN Hockey or Minnesota Hockey) - The STMAYHA is a voting member of District 5 of MN Hockey. The STMAYHA is represented at District 5 meetings by a member of our Board of Directors.

H. Disclaimer

STMAYHA does not recognize or support any hockey activity (e.g. spring, summer or fall leagues) except for the program defined in this handbook.

I. Revisions

The STMAYHA Board of Directors shall have the authority to amend this Handbook in order to conform with any applicable revisions to laws, regulations, judicial decisions and MN Hockey rules and regulations. In addition, the STMAYHA Board of Directors may amend the Handbook to correct scrivener's errors or omissions and amend and restate the Handbook in order to consolidate into one document amendments, exhibits, and appendices, previously adopted by the STMAYHA Board. Amendments to the Handbook shall occur at a duly noticed STMAYHA Board meeting and require a majority of the Board members, provided a quorum is established.

J. Restrictions

The following apply to all persons participating in the STMAYHA Initiation Hockey Program and will be strictly enforced.

1. Individuals and/or teams may not engage in independent fundraising activities without the prior approval of the STMAYHA Board of Directors.
2. Access to the player's box and ice during games and practices (in accordance with MN Hockey rules) is restricted to individuals registered as head coaches and assistant coaches with the appropriate coaching level requirements (SafeSport, background screening, CEP, age-specific modules, coaching ethics form, and concussion training declaration).

The following restrictions apply to all traveling programs and above participating in the STMAYHA and will be strictly enforced:

- i) Residence Requirements
 - ii) Eligible players must reside within or attend school within the boundaries of School District 885 or as otherwise established by MN Hockey. Eligible players are expected to play on STMAYHA teams.
 - iii) Use of an assumed name or falsification of age will result in expulsion from the STMAYHA for the remainder of the season as defined by MN Hockey rules.
- 3) If minimum roster sizes for Squirt/Girls 10U or above teams cannot be met or maintained with eligible players from within the STMAYHA boundaries, then eligible players from outside STMAYHA may be permitted to participate after obtaining permission
 - b) Individuals and/or teams may not engage in independent fundraising activities without the prior approval of the STMAYHA Board of Directors.
 - 4) The maximum number of games is set by MN Hockey for Youth/Girls 10U teams.

General Playing Rules

Player Assignment

The HOC will assign players to each team. Within each level (depending on number of players) the level may be divided into smaller groups based on skill level. This will be based on initiation guidelines.

For Travel players, a late registration fee in an amount determined by the Board of Directors will be charged in addition to the normal registration fees. Late registrants may be assigned to a team in any area at the discretion of the Level Coordinator/Coaches.

1. Players for "A/B and C" teams will be assigned a team according to the tryout procedure defined in below.
2. Late registration is allowed with approval of the appropriate level head coach and Hockey Director. Late registrants may be assigned to any team at the discretion of the Boys/Girls coordinator in conjunction with the Hockey Director.
3. Roster Changes
 - a. Roster openings may be filled up to December 31, or such earlier date at which time MN Hockey freezes the rosters of all teams. Roster Changes must be approved by STMAYHA Board of Directors.
 - b. If a roster opening becomes available, the coach may request the HOC to move a player up to fill the opening. This request should be made by the November Board Meeting, if possible.
 - c. To fill an opening on an "AA/A" team, the next best alternative "B" player during try-outs will be offered the opening. The next player, player's parents, HOC, evaluators and District 5 must all agree to the move.
 - d. To fill an opening on a "B" team, the highest rated "C" player will be offered the opening. The next player, player's parents, and District 5 must all agree to the move.
 - e. In extreme cases, players may be demoted due to disciplinary reasons. In the event of a temporary or permanent demotion, District 5, Hockey Director, STMAYHA President and both coaches involved must all agree to the move. If any member of this group is a parent of the player involved, that member is not eligible to participate in this decision.

Team Playing Rules

The following rules apply to all STMAYHA players, but are intended to supplement, and not replace, the rules established by USA Hockey, MN Hockey and District 5 (See Code of Conduct in Appendix):

1. The STMAYHA believes in a policy of equal play. Equal play means over the course of the season, all players should play approximately an equal amount of time, subject to the exceptions below:
 - Equal play also refers to the opportunity to participate in power play and penalty kill situations. This does not mean stopwatches and logbooks are used. **It also does not mean play has to be completely equal in each individual game.**
 - If a player or parent feels that a coach is not following this policy, he or she should discuss this issue with the head coach first, then Boys/Girls Coordinator and/or Hockey Director.
2. The use of distinct power play and penalty killing units is not allowed at the Youth/Girls 10U level. All players shall have an opportunity to gain from these experiences throughout the year in compliance with MN Hockey.
3. The STMAYHA grants all head coaches the right to decide on the use of players in scheduled league or tournament games.
4. Youth “B” teams (12U, 14U, 15U) may use a “power line” in the final five minutes of scheduled league or tournament games.
5. Players at the Girls 10U, Pee wee, Squirts & 12U level will have the opportunity to play a reasonable amount of and have an opportunity to play and learn all positions throughout the season.
6. Goalies on the “AA/A” team level, Pee wee/U12 and above, rostering multiple goaltenders, goaltending duties may be assigned based on actual game performance, work ethic, attitude, and attendance (per the coach’s discretion). Over the course of a season a goalie playing time shall equate to approximately 50/50 split. This time split is not intended to be on a game-by-game basis.

Goalies on Pee wee B/Girls 12U B and below, and all Youth levels, shall be allowed equal playing time over the course of a season on team rostering multiple goaltenders.

Discipline**1. Attendance**

- a. Players must attend scheduled practices and games or notify the coach to be excused. Players will be excused for legitimate reasons, such as:
 - Sickness or injury
 - Church obligations
 - School obligations
 - Family obligations
- b. Unexcused or chronic, habitual, or otherwise excessive excused absences from scheduled practice sessions and or games may, at the discretion of the coach, make the player ineligible for part or all of the next game, as well as affect individual playing time. Any player in this category must be notified of his status by the coach before the game is started.

2. Game Misconduct – see D5 and/or MN Hockey Handbook

For any player on a traveling team who receives a misconduct penalty in a scrimmage, tournament, district game or playoffs, the. The documented details should include

- the date of the incident
- the offense committed which drew the misconduct penalty
- a summary of the events

This document will be retained for the remainder of season at which time if there have been no additional offenses the document will be discarded. Excessive or extreme cases surrounding misconduct penalties will be subject to disciplinary actions including but not limited to suspension for all or part of a season as deemed appropriate by the Executive Board, Boys/Girls Coordinator, Hockey Director, and team coaches.

Excessive or extreme cases will be documented and retained for future seasons. The ST MAY HA Board of Directors reserves the right to include these documented offenses in future disciplinary actions.

- a. A game misconduct is subject to the District 5 handbook regulation.
- b. If a player receives a second "Game Misconduct" during the same season, that player shall be suspended from all team activity until the case is reviewed by the ST MAY HA Executive Board, HOC Director and level coordinator
- c. It is the coach's responsibility to ensure that the penalties defined above are imposed.

3. Team Discipline

The STMAYHA prohibits the use of violence, excessive profanity or obscene gestures at all sanctioned events including practices, games, scrimmages, dryland and in all locker rooms. Any player who violates this rule will be subject to disciplinary actions by the STMAYHA Board of Directors. Violations will be handled as articulated and defined in USA Hockey, MN Hockey and/or District 5 Handbooks.

The STMAYHA Board of Directors reserves the right to administer stronger suspensions or additional disciplinary actions when a situation is deemed excessive or extreme after a review by the Executive Board, a HOC representative and the Boys/Girls Coordinator. All suspensions administered under this policy are final and will not be eligible for review under the grievance procedures as outlined in the STMAYHA Handbook.

4. District Hearings

Any coach or player required to appear before a District 5 Hearing for any disciplinary reason, shall be required to appear before the STMAYHA Executive Board, and HOC, and level coordinator within 10 days following the District Hearing or at a reasonable time scheduled by the District 5 Representative. The Executive Board can suspend the player or coach until the hearing. The Board can level additional punitive measures ranging from a verbal reprimand to expulsion within 15 days from the STMAYHA Executive Board hearing. Any additional disciplinary action taken by the Board must be communicated in writing to the parties involved within 7 days.

Grievances

It is the belief of the STMAYHA that most differences are minor and the best way to work out a difference of opinion is for the parties involved to meet with one another. This is true whether the discussion is between parents, a Coach and player, a Coach and Team Manager, or a Coach and parent. Every effort should be made to resolve differences in this manner.

If a dispute cannot be resolved with someone acting on behalf of the STMAYHA, the following steps must be adhered to:

1. Notify Level Coordinator, HOC and Executive Board members of the grievance. The Level Coordinator will attempt to resolve the grievance by communicating with and obtaining documents from all parties involved. If unresolved after 7 days, or sooner at the discretion of the Level Coordinator, the grievance will be moved to the Executive Board. The written grievance must include the following:
 - a. Description of the incident (including date and time, if available).
 - b. List of all parties involved and any witnesses.

- c. Site the section of STMAYHA/USA Hockey and/or MN Hockey Handbook(s) that is the basis of the grievance.
2. The Level Coordinator will submit the written grievance and all documentation to the Executive Board. The Executive Board may use all means at their disposal to resolve the grievance including, but not limited to, the following:
 - a. Review documentation submitted by the Level Coordinator.
 - b. Meet with all parties involved separately, then together. This time will be equally limited so all parties must be prepared to summarize the issues and answer questions as directed by the Executive Board. These proceeding shall be closed to the public.
 - c. The Executive Board will hold an open meeting within 10 days of receiving the written grievance from the Level Coordinator, to recommend a resolution and vote on it. The Executive Board reserves the right to not recognize any members present. Upon completion of this meeting, all parties will be notified in writing, within 10 days of the Executive Board decision.

If in the opinion of the Executive Board the grieving or grieved party has not followed the above procedures, the Executive Board reserves the right to suspend either party for the remainder of the season. Any unused ice time will then be refunded to the suspended party.

3. If this matter moves to District 5, the STMAYHA Executive Board will forward copies of all documentation related to such grievance to the appropriate District 5 Representative.

Tournaments and "Out of Town" Games

- A team desiring to play in any additional tournaments, or an additional Out of Town tournament may do so based on the following procedure is required:
- a. A team meeting is called to vote on the additional tournament. One parent from each family must be notified.
 - b. The above procedure does not apply to post-season playoffs.
 - c. Notify the HOC of additional tournament details (cost, travel, game counts, etc.).
 5. Each team shall verify with the HOC & level coordinator and notify the Boys/Girls Coordinator of all tournament participation and all "out-of-town" participation prior to the activity. The level coordinator will be responsible for informing the Ice Scheduler and update the team calendar.

6. The STMAYHA will contribute one half of the registration fee for any team that advances to a tournament (e.g. MN Hockey/USA Hockey post-season play).
7. State Tournament Participation – STMAYHA will cover the tournament registration fees only.

Level Playing Rules:

Initiation Level

See the USA Hockey, MN Hockey District 5 handbooks for specific playing rules.

The philosophy and mix of practice and scrimmage time shall be based on the current USA Hockey Program guidelines.

A. Age Division

Current MN Hockey age classifications determine the level of participation. STMAYHA recommends that no child under the age of four be allowed to play. General age requirements are as follows:

<i>LEVEL- INITIATION</i>	<i>AGE (PRIOR TO JULY 1ST)</i>
6U	4-6
8U	6-8

In addition to age, ability/skill is also used to determine the appropriate level.

1. All players shall have equal ice time during games.
2. Lines shall be structured so that each player rotates through each position and has an opportunity to handle the puck each game. Example: one shift player may be on defense; next shift player may be on offense.
3. Teams will attempt to match lines based on skill level.
4. Players may participate in organized practice sessions only with the team to which they are assigned.
5. During Initiation Level games, there shall be one coach from each team on the ice at all times. There shall be no more than four coaches on the bench for each team.

6. No individual scoring statistics will be kept. The emphasis shall be on team play allowing all players to handle the puck allowing all players to experience each position.
7. Any player scoring three goals in a game shall be moved back to defense for the remainder of the game and coached to pass the puck to other players.
8. The objectives at this level are to teach basic skills, promote team play and to have fun. Aggressive/competitive coaching styles will not be tolerated.
9. Coaches should offer players to a team that is shorthanded in order to maximize the amount of ice time for all players.
10. Indoor games for Initiation Level are scheduled for one hour. The game consists of changing players across “shifts” played in the scheduled time
11. The Initiation Level program is an instructional program
 - a. Games will be played on half ice sheet, or full ice, determined by level & skill. There will be a goalie at all levels except for the “Bronze” level
 - b. No scores or standings will be recorded or displayed on the scoreboard.
 - c. There are no referees and no penalties.
 - d. Half ice games are not subject to icing or off sides.
 - e. On-ice coaches are expected to teach basic position play.
 - f. The goalie position will be rotated each game giving all players opportunity to play that position
12. A player may only skate two successive line changes within a period when completing an injured player’s shift or if there are less than 11 team members.
13. Any fines assessed by any arena or rink to the STMAYHA for damage or cleanup of ice rink facilities shall be paid by the team responsible.

Girls Levels: 10U, 12U, and 15U

A. Age Divisions

Current MN Hockey age classifications will determine level of participation.
Those classifications are as follows:

Boys - All ages as of July 1st of the current year:

<i>LEVEL</i>	<i>AGE</i>
Junior Gold	15-19
Bantam	13-14
Pewee	11-12
Squirt	9-10

Girls - All ages as of July 1st of the current year:

<i>LEVEL</i>	<i>AGE</i>
15U	13-15
12U	11-12
10U	9-10

Ice Time Recommendations

Level	Ice Time per week	Recommended Tournaments	Estimated Games
“A/AA” Bantam/Girls15U	5-6	4-5	50
“B” Bantam/Girls15U	4-5	4-5	45
“A/AA” Pewee/Girls12U	5-6	4-5	45
“B” Pewee/Girls12U	4-5	4-5	45
“A” Squirts/Girls10U	4-5	4-5	Max 35
“B” Squirts/Girls10U”	4-5	4-5	Max 35
“C” Squirts/Girls10U”	3-4	4-5	Max 35

ST MAYHA PEER MOVE-UP POLICY – see District 5 Handbooks for details.

Any player intending to use the peer move up policy must NOTIFY THE STMAYHA BOARD IN WRITING at or before the end of registration

Once an athlete has registered using his/her grade level (peer move-up) they will NOT be allowed to play back down to the age as set by Minnesota Hockey.

An Athlete, Youth/12U and above, using the peer move-up policy will go through the tryouts as determined by STMAYHA at the level which they registered and placed on the appropriate team. No penalty or benefit will be assessed to the tryout rankings.

3. Extenuating circumstances regarding player movement may be brought to the STMAYHA Board on a case-by-case basis.
4. In the event that the STMAYHA Board deems it necessary to invite player(s) to move up a level due to a lack of players at the next higher level (i.e. Youth/Girls 10U to Peewee/Girls 12U) said invited player(s) will be allowed to move up and play on the lowest level team offered at that next higher level or as otherwise permitted by Minnesota Hockey.

Those eligible to move up will be second year, by age, players at their respective level. The order of which players will be invited will be based on the players tryout ranking from their respective level. The player with the highest ranking will be invited first, moving down the ranking order until desired number of openings has been filled or all on list have been invited, whichever comes first.

5. Players may be moved from the 8U levels, to the Youth/Girls 10U levels based on an evaluation at the beginning of the season. The number of players selected will be based on skill level and player numbers at the higher level.
8. Players may also be moved up upon the request of a coach at the higher level before December 31st or such earlier date District 5 freezes rosters. If a coach so desires to move a player up from a lower level, the coach shall make the request in writing to the Hockey Director, which shall review and consider the request. If a majority of the Hockey Operations Committee approves the request, the Hockey Director shall submit the request to the Executive Board for final approval. If the Executive Board approves the request, the Executive Board shall initiate the process of requesting approval from District 5. The player shall not be permitted to move up unless and until final approval is received from District 5.

Team /Coaching & Selection

Objective

To bring structure to the tryout process to ensure consistency and fairness in the evaluation and selection of "AA/A, B and C" hockey players at all levels.

A. Tryout Procedures Summary

1. The Hockey Operations Committee shall submit a tryout plan to The Executive Board by June each year and voted on at the August Meeting for ST MAY HA Board approval.
2. STMA YHA reserve the right to move a player prior to final roster submissions on December 31st.

Coach Selection/Replacement Policies

ST MAY HA is committed to securing individuals as coaches who are qualified to teach skills, strategy, team concepts and personal development of all players on their team. All coaches selected must have proper certificates in accordance with MAHA regulations. All coaches will be reimbursed for their USA Hockey registration, background screening and age-specific module(s), if rostered.

A. Selection Committee

The coaches' selection committee ("CSC") shall be chaired by the Coaches Coordinator. The Coaches Coordinator and HOC will select the CSC members.

B. Coach Selection Process

1. Coaching candidates are encouraged to apply at any time during the calendar year. Candidates need to apply verbally or in writing to the CSC Chair. In addition, the committee shall attempt to recruit other qualified candidates.
2. Each candidate may be interviewed by the committee.
3. Selection Criteria:
 - a. General coaching philosophy, knowledge and commitment to perform within ST MAY HA guidelines.
 - b. Willingness to dedicate 300 hours or more during the season.
 - c. Other considerations:
 - Experience as a Head Coach in ST MAY HA.
 - Non-parent coach.
 - Experience as an assistant coach in ST MAY HA.
 - Evaluation forms from previous teams.

- Experience as a coach in other youth hockey programs, with references.
 - Coaching experience in other youth programs.
5. The CSC will provide a recommended slate of qualified candidates. The ST MAY HA Board will review and vote on each candidate. Decisions shall be based on majority vote but will be subject to such candidate attaining all certification requirements as required by Minnesota Hockey.
 7. The ST MAY HA will attempt to select head coaches prior to tryouts.

Coaches

1. Certification Requirements will follow the MN Hockey requirements.
2. A current coach could be asked to return at the end of the season by the CSC.
3. Returning coaches will be evaluated based on written information received by the Boys/Girls Coordinator and the Hockey Director. (e.g. parent/player feedback forms, Boys/Girls Coordinator input and parent letters). Performance will be reviewed considering but not necessarily be limited to, attendance and conduct at games, practices, coaches' clinics, parent meetings, and tryout sessions.
4. Head coaches may select their own assistant coaches pending approval by the ST MAY HA Board.

Coach Replacement

1. If during the course of the season a coach or assistant coach has to be replaced for any reason, a replacement coach must meet all criteria in Sections B and C above.
2. A coach or assistant coach may be removed a team for performance and/or conduct from by the Executive Board. Before removal, a coach or assistant coach will be asked to attend a meeting with the ST MAY HA Executive Board, HOC Director and Coaches Coordinator. Upon completion of this meeting, the Executive Board will vote on removal. A simple majority is required for removal. An affirmative vote of removal must then be approved by a simple majority of the ST MAY HA Board of Directors.

Equipment

H. STMAYHA Equipment and Maintenance

All STMAYHA issued equipment must be treated with respect and returned in a similar condition as received. If equipment is lost or damaged, it is the player's/parent's responsibility to have the item replaced or fixed. Equipment not repaired, the player/parents will pay for the cost of the repair, plus a \$10.00 service fee. At the equipment checkout all required forms must be completed and all deposits paid.

G. Maintenance of Equipment:

Players and parents are responsible for the up-keep of equipment issued to them. All equipment that has been issued or rented must be returned on the Equipment Rental Return day. This day and time will be announced at the end of the season. If the parent is not able to make the Return day, they are to contact the equipment coordinator and work out a drop off plan. If applicable, there is a deposit required at registration for issued items. The deposit will be returned at the end of the season when all items are returned in similar condition as received and with no outstanding ice bills owed. The deposit check will be cashed 4 weeks after the Rental Return day if an agreement is not in place.

STMAYHA may have equipment for use during the season and returned at the end of the season for the Initiation Level.

Goalie equipment is supplied for the Initiation Level by STMAYHA. The goalies are responsible for minor repairs (buckles, straps, etc....). For major repair contact the Equipment Manager. The player/parent is responsible for lost or stolen equipment.

Equipment provided:

- Chest Protector
- Glove & Blocker
- Leg Pads
- Goalie Stick

Goalie Provides:

- Skates
- Padded breezers
- Goalie Mask (or approved HECC Helmet with approved Face Mask)
- Goalie cup or pelvic protection

All STMAYHA players are required to conform to the mandated equipment requirements set by MN Hockey. Failure to do so will result in immediate removal from the ice.

L. Discounts available to goalies:

Jr. Gold	No Charge
Bantam / 14U	\$400
PeeWee / 12U	\$400
Squirt / 10U	\$400

*The Association does not have any experience with the costs of a Jr. Gold team; therefore, an amount will be set once this experience is gained.

In order to qualify for the discounts above, the goalie:

- cannot skate out (play forward or defense) during more than 5 officiated games or scrimmages per season and must provide their own equipment.
- Must provide their own equipment

Goalies that do not qualify for the above discounts will be given a \$200 discount if they meet the following requirement:

- Play in a minimum of 10 officiated games or scrimmages as goalie.

Code of Conduct & Academic Standards

A. Code of Conduct

1. **General** – This code is not intended to be an all-inclusive list of Association rules concerning player behavior. Hockey players registered to play on a team under the auspices of the STMAYHA are expected to conduct themselves in a manner that is respectful of others and reflects positively on the association and the STMA community.

Players are expected to use good judgment and common sense in their behavior consistent with social standards of conduct normally expected in youth athletic settings and core values of hockey associations affiliated with USA Hockey:

- a. 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.
- b. Respect for the Individual – Treat all others as you expect to be treated.

- c. Integrity – We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.
- d. Pursuit of Excellence at the Individual, Team and Organizational Level – 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.
- e. Enjoyment – It is important for the Hockey experience to be fun, satisfying and rewarding for the participant.
- f. Loyalty – We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.
- g. Teamwork – We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

4. Social Media & Mobile Policy

a. Post only Appropriate and Respectful Content on Social Media

- i. We understand that STMAYHA members may maintain and/or contribute to social media and may on occasion post information that relates to the game of hockey. Common sense is the best guide if you decide to post information that, in any way, relates to the game or to the Association. Express only your personal opinions, and the Association asks that you keep those opinions appropriate and respectful knowing that as a member of STMAYHA that you represent within the Community.
- ii. Be respectful and courteous to fellow members of the Association and other volunteers of the Association.
- iii. Please keep in mind that you are more than likely to resolve a complaint by speaking directly with your player's team coach or the Board of Directors rather than posting complaints on social media. However, if you decide to post criticism or complaints, avoid posting content that reasonably could be viewed as obscene, malicious, intimidating, threatening, or that might constitute bullying or harassment.

b. FaceBook, Twitter, Instagram, Snap Chat and Similar Sites

- i. Online discussion boards, Facebook, Twitter, and other social media make it easy to share ideas and experiences. STMAYHA recognizes this; however, that social media, mobile and other electronic communications can be especially concerning where youth participants are involved.
- ii. Coaches are prohibited from having players joined to their personal social media page.
- iii. To facilitate communication, an official organization or team page may be set up and players and parents may join (i.e., "friend") the official organization or team page and coaches can communicate

to players through the site. All posts, messages, text, or media of any kind between coach and player must be non-personal in nature and for the purpose of communicating information about team activities or for team orientated motivational purposes.

c. **E-Mail, Text Messaging and Similar Electronic Communications**

- i. Coaches and players may use e-mail and text messaging to communicate. All e-mail and text message content between coach and player must be non-personal in nature and for the purpose of communicating information about team activities.
- ii. E-Mail and text messages from a coach to any single youth player must include a copy to the player's parents.
- iii. Where possible, a coach should be provided and use the organization web site e-mail center for all communications with the team and players.

d. **Reporting Misconduct**

- i. Infractions of STMAYHA's Social Media, Mobile and Electronic Communications Policy should be reported to STMAYHA's Safesport coordinator.
- ii. An STMAYHA participant, coach, volunteers, administrator, official, or parent of a participant who violates this Social Media, Mobile and Electronic Communications Policy is subject to appropriate disciplinary action including but not limited to suspension, expulsion and/or referral to law enforcement authorities.

3. **Player's Code** – Consistent with the association's core values, each and every player registered with the Association should:

- a. Play for fun.
- b. Work hard to improve your skills.
- c. Be a team player – get along with your teammates. Learn teamwork, sportsmanship and discipline. Be on time for practices and games.
- d. Learn the rules and play by them. Always be a good sport.
- e. Respect your coach, your teammates, and your parents, opponents and officials.
- f. Never argue with an official's decision (USA Hockey Annual Guide)

4. **Parents Code of Conduct**

- a. 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.
- b. Encourage your child to play by the rules. Remember that children learn best by example, so applaud the good plays of both teams.

- c. Do not embarrass your child by yelling at your own child, players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
 - d. Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in lower age groups.
 - e. 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.
 - f. Applaud a good effort in victory and in 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.
 - g. Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
 - h. If you enjoy the game, learn all you can about the game and volunteer!
5. **Vandalism** – Players found to have been responsible for any property damage or vandalism at the STMA Arena or at any team activity under the auspices of the Association (including out-of-town tournaments & games) will be subject to suspension and/or reimbursement for damages.
6. **Zero Tolerance Drug Policy** – Continued participation in team activities under the auspices of the STMAYHA is contingent upon the strict avoidance of the mood-altering chemicals. Any player who is found to have consumed/used, possessed, sold or furnished alcohol, tobacco, or controlled substances shall be subject to disciplinary action up to and including permanent suspension from all player activities under the auspices of the Association. A player's parent or legal guardian may be required to consent to the release of all relevant findings and reports held by school and or law enforcement agencies as a part of any hearing into alleged violations. Failure to release such information will be considered in the Board's disposition of the matter.
7. **Anti-Harassment** – No player shall engage in violent behavior toward another player because of his/her race, religion, sex or ethnic origin or engage in physical or verbal conduct related to another player's race, religion, sex or ethnic origin when the conduct:
- a. Creates an intimidating, hostile or offensive team environment;
 - b. Substantially or reasonably interferes with a player's team participation; or
 - c. Adversely affects a player's team opportunities.

8. **Sanctions and Discipline for Violations of the Code of Conduct and Behavior** – The Executive Board shall hold a hearing to determine, in its sole discretion, whether disciplinary action is necessary for violations of the Code of Conduct by a player or parent. If the Executive Board, HOC Director, Level Coordinator and Head Coach determines that disciplinary action is needed, the Executive Board shall also determine the extent of the punishment, which may include but is not limited to, a warning, suspension or ban from STMYHA, including attendance at any STMYHA practice, game or other event.
 - a. **Note:** to the extent possible, STMA YHA board members and coaches do coordinate with other associations, schools, local law enforcement, activity & event coordinators and staff, however, the STMA YHA is not always aware of other disciplinary actions that may involve a player.

B. Academic Standards

1. Because STMYHA wishes to encourage all players to maintain at least a 2.0 (“C”) grade point average on a 4-point system, parents and legal guardian may at any time suspend their player from participation until the player can demonstrate satisfactory academic improvement to the parent or legal guardian. If a player is held out for academic reasons, the player will miss equal practices and games (i.e. cannot skip practices but play in games). Any parental suspension for academic reasons will not be considered in any way in future team selections.
2. To further encourage academic achievement, players who are named to “A” or “B” Honor Rolls will be recognized by the Association in the Academic Excellence Program and at an appropriate team or club function. A copy of the most recent report card or notification from the Player’s school must be submitted to the Academic Excellence Coordinator. Players’ names will be placed on the “wall of achievement” at the STMA Arena.

Section 7:

Team Roles and Responsibilities

A. Head Coach

1. The Head Coach is responsible for operation of the team.

2. Restrict access to the player's box during games (in accordance with MN Hockey rules) to only the assistant coaches or Team Representative whose names appear on the team registration.
3. Select the assistant coaches and submit names to the STMAYHA Executive Board and Hockey Director for approval.
4. Will work with the Team Manager Coordinator to select a Team Manager.
5. Formulate practice procedures and game decisions.
6. Run the team within USA/MN Hockey and STMAYHA guidelines.
7. Teach hockey skills, per the player development manual, using practices and chalk talks.
8. Treat all players fairly and equally.
9. Set a positive example of good conduct and sportsmanship on and off the bench.
10. In conjunction with the team manager and a HOC representative, a parent meeting must be held shortly after the teams are selected. The objectives of this meeting are to review the team goals, expenses, and tournament options and enlist volunteers to help the team the overall program. The STMAYHA Handbook should be distributed at this time.
11. The head coach can Administer player discipline as required, based on handbook, code of conduct, team rules and/or behavior. This could be any of the following: a shift, a period or a game.
12. Be reasonably accessible to players and parents to discuss the player's progress or lack of it or to clear up misunderstandings. The coach, parents and/or player must all meet together to resolve any misunderstanding.
13. With level coordinator, conduct the first and second parent-coach meetings to discuss all team issues.
14. Cooperate with the Level Coordinator, Hockey Director, STMAYHA Board of Directors and District 5 Representative; in an effort support their duties and responsibilities.
15. Immediately report any violation of the STMAYHA Policy on Use of non-prescription drugs and alcohol to the board of directors. Failure to do so will be just cause for immediate dismissal.
16. Will insure that there will be 1 adult locker room monitor in the locker room at all times.

B. Level Coordinator

1. HOC will assign players to house team.
2. Be involved in player disciplinary action.
3. Shall be notified of all roster changes.
4. Ensure that all tournaments are sanctioned by MN Hockey/USA Hockey and coordinate dates with the coach.
5. Coordinate the evaluation of the coaches and season through parent questionnaires.
6. Cooperate with Team Manager, Hockey Director, STMAYHA Board of Directors and District 5 Representative in an effort to support their duties and responsibilities.
7. Shall attend the monthly board meetings and be involved with registration.
 - Work with the HOC on tournaments
 - Maintain a copy of medical forms (concussion, etc.) and return to play forms
 - Assist with tryout check in process
 - Communicate with team managers and head coaches throughout the season on tournament and hotel information or updates.
 - Set up 'out of town' hotel blocks for teams, as applicable

C. Team Manager

1. Solicit volunteers for locker room monitor, scoresheet, penalty box, and time clock throughout the season.
2. Make available team records or other pertinent data at each league game or tournament. The manager should maintain a copy of the approved USA Hockey team roster and all necessary forms for District 5.
3. Forward scores of all league games as required by the District.
4. Obtain accident forms and distribute to Level Coordinator, HOC Director and President.
5. Prepare a team roster with names, addresses, and phone numbers for each team member.

D. Parents

1. Get players to practice and games on time.
2. Be understanding and supportive of the time commitment.
3. Keep abreast of all information pertinent to the team.
4. Assist with organization and team functions when requested.
5. STMAYHA will provide jerseys. All other equipment must be provided by the player. **(Exceptions at the initiation level and goalies)**
6. Meet team financial obligations promptly. Repeated breaches of obligations will be subject to review and action by the STMAYHA Board of Directors.
7. Turn in necessary forms promptly.
8. Notify the coach in advance when player cannot make a game or practice.
9. Ensure your player gets proper rest and diet.
10. Attend as many games as possible.
11. Be supportive, not critical, of your team and coach.
12. Do not criticize referees or opposing team and coaches. Referees will enforce a zero-tolerance rule.
13. Do not discuss or criticize coaches or players in the presence of your child.
14. Discuss your problems or the progress of your player with the coach at the proper time. The proper time is never right after a difficult defeat or in the company of other players and parents (24-hour rule).
15. Appreciate the fact that the coach has the responsibility of an entire team in the locker room and on the ice. Activity and behavior of the player at all other times is the sole responsibility of his or her parents. Do not allow players into the locker room without coach or coach designated adult supervision.
16. Don't be a chronic complainer.
17. Unreasonable or irrational conduct on the part of a parent may be subject to review and action by the STMAYHA Board of Directors.

18. Parental access to the locker rooms is limited to equipment and/or injury issues.
19. ST MAY HA is a volunteer run organization. Participation by all parents in all facets of the operation is critical to its success. **Be prepared to volunteer.**

E. Players

1. Be gracious and courteous in victory and defeat.
2. Obey rules in spirit and in letter.
3. Treat officials with respect, accept their decisions calmly.
4. Play hard, but fair.
5. Be a team player, give credit to your teammates and do not criticize your fellow players or coaches.
6. Follow the directions of your coach and be willing to accept constructive criticism.
7. Attend all scheduled team activities except when properly excused.
8. MN Hockey has determined that the use of tobacco, alcohol or non-prescription drugs will result in the immediate suspension of a player pending a review by the ST MAY HA Board of Directors following the MN Hockey guidelines:
 - a. First Violation: Two weeks suspension apart from team, which includes all practices, meetings, games, scrimmages and tournaments.
 - b. Second Violation: Player will be dismissed from the team for the balance of the season.
9. ST MAY HA locker room dress code is tee shirt and appropriate gym/boxer shorts.
10. Playing on a ST MAY HA team is a privilege, not a right. Player conduct shall at all times reflect favorably on the team, the association and our community.
11. The use of profanity and/or obscene gestures towards officials, players, spectators and coaches is not permitted.
12. Players are not allowed in the locker room without coach or Locker Room Monitor adult supervision.

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