



River Falls Youth Hockey Association

Policy Handbook

2015 – 2016 Season

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I. Mission Statement

Provide the opportunity for the youth of River Falls and the surrounding area to participate in an organized hockey program coordinated with the High School program and other community resources.

II. Organization and Affiliation

A. RFYHA

River Falls Youth Hockey Association is a Wisconsin Non-Profit Tax Exempt Corporation dedicated to promote hockey for the youth in the community. The Association was organized in 1967 and is classified a Division 2 association. River Falls is recognized as a leader in hockey in Western Wisconsin.

The founders of our association are Howie Nelson and Bob McCutcheon. They had originally agreed to maintain college ice in exchange for ice time for the Youth Organization and later promoted the means to construct our first set of hockey boards.

In the fall of 2002, the members of the RFYHA opened its own indoor ice facility. The Wildcat Centre is solely owned and operated by the River Falls Youth Hockey Association

B. USA Hockey

USA Hockey, Inc. is the national governing body for the sport of hockey in the United States. As such, its mission is to promote the growth of hockey and provide the best possible experience for all participants by encouraging, developing, advancing, and administering the sport in the country.

C. WAHA Region 6

Wisconsin Amateur Hockey Association, Inc. (WAHA) is the parent organization for Wisconsin Hockey. The purpose of WAHA is: 1.) to encourage, improve, and promote the standards and extent of ice hockey in the state of Wisconsin. 2.) To conduct ice hockey tournaments and to select representative teams for competition in regional and national tournaments. 3.) To encourage youth in the development of high school hockey. 4.) To do any and all acts necessary or desirable in the furtherance of the foregoing purposes.

The members of the WAHA are composed solely of organized amateur ice hockey teams and leagues, all, or a majority of which, are in Wisconsin. The Association is a member of USA Hockey and adheres to its regulations. It is the sincere hope of the Wisconsin Amateur Hockey Association that ICE HOCKEY in Wisconsin will grow, and that the organization will not only be a good one but that eventually through hard work it will be one of the best. RFYHA is a member of WAHA and must be a member to participate in state tournaments.

D. MN Hockey (MAHA) District 2

Minnesota Hockey is the governing body for the game of hockey in the state of Minnesota. RFYHA traveling teams may participate in MN Hockey District 2 league play. RFYHA is considered a guest in this relationship and is granted membership on a yearly basis.

III. Programs (see appendix B for specific age classification table)

A. Learn to Skate (boys and girls 4-8)

Boys and girls which would like to play hockey but have not tried (or have had very little experience) skating can come and experience skating with the Learn to Skate program. The Learn to Skate program is subject to availability.

What can I learn in four sessions?

1. Standing on ice with skates.
2. Basic balance and movement.
3. Basic skills of ice skating.
4. Having fun on the ice.

B. Mites (boys and girls ages 4-8)

The primary focus at the mite level is to develop better skilled players by focusing on player skill development. Practices will emphasize skating basics, puck skills, and small area games. Players with similar abilities will be grouped together.

All mite skaters will be divided into 4 levels based on skills. This will be decided after a 2 week evaluation process by the coaches. Players will be able to move to the next level during the season when they pass the skills that are at each level. A group of coaches will decide if your player has met the standards for progression.

Levels 1 and 2 will practice together and 3 and 4 will practice together. Each level will average 2 to 3 days of ice per week. Cross ice/half-ice games will be scheduled on the weekends. Each player will receive a jersey to use at that level, if your skater moves to a higher level he/she will get a different color jersey.

Levels 3 and 4 will be allowed to play up to 5 home games with other communities and 5 away games within a 30 mile radius, starting after the first of January.

All mite games will be cross ice for levels 1 and 2 and cross or half ice for levels 3 and 4. All games will be 3 on 3 or 4 on 4, not 5 on 5.

No full-time goalies.

Once a week prior to or after practice, players may spend 30 minutes off-ice working on the fundamental movement skills and the ABCs. This can be done through games and challenging activities. Keep it FUN!

All mite levels will follow the ADM program under USA Hockey.

C. Squirts (boys ages 9-10)

Squirts will practice as a group during the warm-up period in early October. Tryouts are held, for team placement, in mid-October following the guidelines found in section IV Hockey Policies. You do not need to know how to skate to join the Squirt level.

D. U10 (girls ages 9-10)

U10 girls focus primarily on hockey skills and fundamentals, using the same schedule as the squirt level. You do not need to know how to skate to join the U10 girls' team.

E. Peewees (boys ages 11-12)

The Peewees follow the same patterns as the Squirts except for a stronger emphasis on hockey skills. There are skaters who first join the program as Peewees, but it takes effort and practice to be able to comfortably participate on an equal level.

F. U12 (girls ages 11-12)

The U12 girls follow the same patterns as the U10 except for a stronger emphasis on hockey skills. There are skaters who first join the program as U12 girls, but it takes effort and practice to be able to comfortably participate on an equal level.

G. Bantams (boys ages 13-14)

The Bantams are the highest level of skaters in the Youth Hockey Program before High School. Body checking starts at this level.

H. U14 (girls ages 13-14)

U14 girls are the highest level of skaters in the Youth Hockey Program before High School, following a similar schedule as the Bantam level.

IV. Hockey Policies

A. Scheduling Guidelines

River Falls Youth Hockey, as a member of the MAHA District 2, must adhere to the MAHA District 2 policies/guidelines. Please see below for the maximum number of games / maximum number of tournaments / required off days.

Max Games per Level			
<u>Level</u>	<u>Max Games (per Season)</u>	<u>Tournaments (per Season)</u>	<u>Required Days Off (per Week)</u>
Mites	15	1	4
Squirts	30	3	2
U10	30	3	2
Peewee	35	3	2
U12	35	3	2
Bantam	40	4	1
U14	40	4	1

1. All teams should maintain a minimum of a 2 practices to 1 game ratio.
2. The season will begin in mid-October and end at the state tournaments (mid-March).
3. Tournament games shall be included in the season maximum number of games. Regional play-off games and the State Tournament is the exception and will not count against the season maximum game limit.
4. It is expected that all teams participate in our home tournaments provided it adheres to the program guidelines listed above.
5. After receiving the ice schedule from the association scheduler, the team schedule shall be prepared by the team manager under the direction of the head coach. The head coach shall review and approve the complete schedule before publication. Changes to the schedule after publication shall be initiated by the head coach and reported to the association scheduler.

B. Tryout Procedures

1. The ACE Director will select a team of on-ice coaches for each level (Squirt, U10, Pee Wee, U12, Bantam, and U14) to conduct the pre-tryout clinics and the tryout sessions. One person will be designated as the “lead” facilitator.
2. The ACE Director will appoint the try-out evaluation team which is approved by the Board of Directors. These individuals will not have any ties to the level in which they are evaluating and will complete a ranking of the players.
3. The tryout process will be as follows:
 - a. Each level will have 3 scheduled formal tryout sessions.

- b. Every player trying out will be assigned a jersey and number on day one. The player will receive the same jersey and number for all three tryout sessions.
 - c. Tryouts will include skill drills and game situation activities (including scrimmage time).
 - d. The drills will be age appropriate. The on-ice coaches will use drills approved by the ACE Director.
 - e. Players will be evaluated on skating skills puck control, and general game play.
 - f. All tryouts will be closed to spectators. All non-participants shall remain in the lobby.
 - g. Following the final try-out session, the evaluation team will meet to determine the final rankings/rosters.
 - i. A minimum of three days will be left unscheduled to allow for the placement meeting.
 - ii. The team assignments will not be announced until after the placement meeting takes place.
4. Special Circumstances
- a. Position Specific Tryouts. The position (goalie / skater) played on day one of the three-session tryout will be the position that the player will be evaluated on. It will also be assumed that if a player tries out as a goaltender a commitment has been made to play goalie for the season.
 - b. Injury/ Illness Policy. Players unable to take part in the try out sessions due to injury or illness will be accommodated in following way. An injured or ill player must first provide a medical report (Physician’s note) that indicates any limitations. If the player is unable to participate, the ACE Director will seek the opinion of the player’s previous coach. With this recommendation, the ACE Director will make the team placement decision.
 - c. Absences. Please report to absences to the “on-ice” supervisor prior to the scheduled ice time. Unexcused absences will affect your evaluation rating.

C. Player Movement Policies

In all situations, the RFYHA Board of Directors reserves the right to balance the number of players per team, determine the number of teams at all age classifications and oversee the movement of players in the best interest of the association.

1. Transfer in and Transfer out policies.

RFYHA believes that every skater should skate with peers in their community and every community should have the opportunity to run a viable and competitive hockey association.

Any player is welcome to play in the RFYHA provided that his/her family resides within the school districts of River Falls, Prescott or Ellsworth. If

the player's family resides outside of the RFYHA boundaries, a written release from the neighboring association will be required, at a minimum.

Any player choosing to leave the RFYHA and play for another association while still living within the RFYHA boundaries must request a letter of release from the RFYHA Board of Directors. The RFYHA reserves the right to deny such requests.

As such, RFYHA adheres to Article 1 Section F1 of WAHA Rules & Regulations (quoted below) which prevents tryouts, releases, or acceptance of skaters (released or not) at any level based on this Article. This language will not prevent releases due to circumstances unrelated to this article.

"A player may play for a team from the nearest association offering a team of higher classification (Division 1, 2, 3 or 4) than the highest team offered by the association serving player's place of residence. The player must be selected by that nearest association to play on their highest classified team. For example: a squirt from a Division 3 association "B" team could play for a Division 1 or 2 association provided the player is selected to play on the association's "A" team. The player could not play for any association classified as Division 3 or 4 or on any team other than the highest classified team of a Division 1 or 2 association. If a player is not selected to play on the highest-level team, the player must return to their home association. (NOTE: Players accepted under Section H-1 at all times shall be considered as an out-of-district player"

2. Playing at a Higher Age Classification Policy

While some players may be more skilled at a particular age than others, the RFYHA agrees with USA Hockey that the overall make up of a player including emotional, social and physical development is best served by having him or her progress normally through the established age classifications. The RFYHA does recognize situations may arise beyond the normal scope of this policy and may approve player move ups. However, first and foremost a player's physical safety and emotional well-being will be considered and any change shall not compromise the make-up of the two age classifications involved.

Request for player move up to a higher age classification made by a parent/player

Players may make request's to play at a higher age classification. The details listed above, with respect to the physical safety and emotional well-being, will be considered first and foremost by the Board.

Listed below are the pre-approval steps that will be followed in the case of a parent/player move-up request.

1. Only players that participated in the highest level of their previous year's level will be eligible to request

movement up to the next level. Highest level is as follows: Mite 4, Squirt A, PeeWee A.

2. A request for player move up will need to be in writing from the player's parents to the Board of Directors and ACE Director no later than July 1st of the upcoming hockey season beginning in September/October. This letter will include, but not limited to: reasons for the request of moving your player.
3. The ACE Director will meet with the player's previous year head coach and the On-Ice Hockey Operations Coordinator and they will send a recommendation in favor, or against, to the RFYHA Board of Directors for approval or denial.
4. The Board of Directors will review the recommendations individually after final registration. Once final registration numbers are determined the Board of Directors will take those numbers into consideration. The Board of Directors will then vote to approve/disapprove individual player eligibility to participate in the try-out process for the level of play which has been requested for the player. This vote shall occur no later than 10 days before try-outs.
5. The player will then be eligible to try out at the level of play which has been approved for the player. Additionally, the player will also need to try out at their age-appropriate level since there will be no assumptions as to level of play prior to try-outs.
6. All players will be required to pay the additional registration fee for the upper level they are trying out at prior to try-outs.
7. If the player makes the level they are trying out at their registration will be paid up. If they don't make the level they are trying to play-up into they will play at their age-appropriate level per USA Hockey and any difference in registration costs will NOT be refunded.

The criteria which must be met in order for the player to roster on the upper level are as follows:

Mite to Squirts:

1. The player must have played at the Mite 4 level the previous year.
2. After player evaluations the skater must grade out high enough to make the "A" team or the top 50% of the remaining players at the Squirt level. If they do not meet these criteria the player will play at the Mite level for the season.

Squirt to PeeWee:

1. The player must have played at the Squirt A level the previous year.

2. After player evaluations the skater must grade out high enough to be ranked in the top 4 players of all players at the PeeWee level.
3. If they do not meet these criteria they will play at the Squirt level for the season.

PeeWee to Bantam:

1. The player must have played at the PeeWee A level the previous year.
2. After player evaluations the skater must grade out high enough to be ranked in the top 4 players of all players at the Bantam level.
3. If they do not meet these criteria they will play at the PeeWee level for the season.

In all cases where the player move is declined or criteria are not met, there are no assumptions as to the level of play and the player must try out at their current level.

In all cases where criteria are met for the player to move up a level the parents will sign a memorandum of understanding that player move-up does not follow the career of the player. The move-up policy must be followed every season.

All decisions of the RFYHA Board of Directors are final and not subject to appeal.

Request for player move up to a higher age classification made by the Board of Directors before the season

On occasion, the Board of Directors may decide that an additional player or players are required to field a team at a specific age classification. In such a scenario, players at the lower age classification may be used to fill the spot(s) by moving up to the higher level of play. The details listed above, with respect to the physical safety and emotional well-being will be considered first and foremost by the Board.

Listed below are the steps that will be followed in the case of a Board of Directors move-up request.

- a. The Board of Directors will provide the ACE Director a directive describing the request. Specifically, the number of players required to move.
- b. This directive shall occur at least 14 days prior to the first try-out session.
- c. The ACE Director will work with the prior year head coach* and the On-Ice Hockey Operations Coordinator to identify a list of players to be considered. The criteria listed above with respect to physical safety and emotional well-being shall be considered first and foremost.
- d. The ACE Director and/or a member of the On-ice

Hockey Operations Coordinator shall contact the parents of the players and seek the parent's approval.

- e. Once parental approval has been given, the players will be required to participate in try-outs. A player or players moved to a higher age classification will be placed on the appropriate team based on the tryout evaluations.
- f. All players will be required to pay the registration fee for the level they are playing at.

2. Playing at a Lower Age Classification Policy

Player request to play at a lower age classification within the association (Squirts through Bantams)

The RFYHA must follow strict maximum age classifications at the squirt, pee-wee and bantam levels. The RFYHA Board has no authority to make such changes. Any request must be made through the Wisconsin Amateur Hockey Association (WAHA).

Listed below are the steps that will be followed in case of a parent/player move-down request.

- a. A request for player to move down will need to be in writing from the player's parents to the Board of Directors no later than August 1st of the upcoming hockey season beginning in September/October. This letter will include, but not limited to: reasons for the request of moving your player and any comments from the player's prior year head coach.
- b. Provide a letter from the player's doctor identifying and physical reason's in support of the request. At a minimum age, height, and weight must be included in the letter.
- c. The President of the Board will draft a letter to the WAHA registrar detailing the request.
- d. WAHA will approve or disapprove of the request and the President will inform the family of WAHA's decision.
- e. The player will then try out at the level the level of play which has been approved for the player.

3. Player movement within the same age classification

The RFYHA will not accept requests for player movement between teams within the same age classification after teams have been determined. This is not allowed based on WAHA and MAHA policies.

4. Rostering

The RFYHA agrees that all girls, age eligible to play U10 or higher, be required to play on the girl's team provided there is a team available.

Double Rostering

RFYHA considers any and all double rostering per the WAHA and MAHA regulations.

On occasion, the permanent movement of players as described in item IV does not allow for adequate team staffing. In this instance an additional player or players are required to field a team at a specific age level. In such a scenario, players at a lower age classification may be used to help complete a team by being placed on the roster of the team at the higher age classification. This is considered double rostering.

The player will have a primary team and make attendance at that team's events a priority. The primary team will be identified as the team the skater performed the tryout evaluations for.

These players will be allowed to skate in practices and games (in leagues where double rostering is allowed) of the double roster team, when invited by teams Head Coach, and provided they do not compromise the play with the primary team.

- i. Listed below are the steps that will be followed in the case of a double rostering request.
 - a. The Board of Directors will allow for coaches to extend a team roster up to 16 players via double rostering. Double roster players will be managed by both the head coach of their primary team and the head coach of their double roster team and players will be rotated fairly.
 - b. If a coach identifies the need for additional skaters once tryouts have been completed they may make a request for double rostering, to the ACE Director and/or Board of Directors. All double rostering requests will need to be completed by November 1st of that hockey season.
 - c. The ACE Director and the Board of Directors will review the double rostering request and approve or disapprove.
 - d. If approved the tryout evaluation rankings, of the current season, will be used to identify the skaters to be considered for double rostering.
 - e. In addition to the rankings there are 2 requirements which must be met in order to be eligible for double rostering.
 - i. The skater must be in their final year of eligibility at their current level.
 - ii. The physical safety and emotional well-being must meet the expectations of the higher level of play.
 - f. The ACE Director and/or a member of the On-ice Hockey Operations Committee shall contact the parents of the

players and seek the parent's approval.
There are no additional fees for double rostering skaters.

V. CODES OF CONDUCT

A. Administrators Code of Conduct

1. Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.
2. Support programs that train and educate players, coaches, parents, officials, and volunteers.
3. Promote and publicize your programs; seek out financial support when possible.
4. Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.
5. Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.
6. Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
7. Encourage coaches and officials to attend USA Hockey clinics, and persuade your board members of the necessity for their training sessions.
8. Make every possible attempt to provide everyone, at all skill levels, with a place to play.
9. Read and be familiar with the contents of the USA Hockey Annual Guide and Rule Books.
10. Develop other administrators to advance to positions in your association, perhaps even your own.

B. Parents Code of Conduct

1. 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.
2. Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
3. Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
4. Emphasize skill development and practices and how they benefit your young athlete. Deemphasize games and competition in lower age groups.
5. 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.

6. 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.
7. Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
8. If you enjoy the game, learn all you can about the game, and volunteer!

C. Players Code of Conduct

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

D. Coaches Code of Conduct

1. Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game.
2. Be a positive role model to your players, display emotional maturity and be alert to the physical safety of players.
3. Be generous with your praise when it is deserved; be consistent; be honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
4. Adjust to personal needs and problems of players, be a good listener, never verbally or physically abuse a player or official.
5. Give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
6. Provide fair and equal playing time for all players.
7. Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
8. Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
9. Be concerned with the overall development of your players. Stress good health habits and clean living.
10. To play the game is great; to love the game is greater.

E. Spectator Code of Conduct

1. Display good sportsmanship. Always respect players, coaches and officials.
2. Always act appropriately; do not taunt or disturb other fans; enjoy the game together.
3. Cheer good plays of all participants; avoid booing opponents.
4. Profanity and objectionable cheers or gestures are offensive; cheer in a positive manner and encourage fair play.

5. Throwing any items on the ice surface can cause injury to players and officials; help provide a safe and fun environment.
6. Do not lean over or pound on the glass surrounding the ice surface.
7. Support the officials and coaches by trusting their judgment and integrity.
8. Be responsible for your own safety - be alert to prevent accidents from flying pucks and other avoidable situations.

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9. Respect locker rooms as private areas for players, coaches and officials.

10. Use of alcohol at or during youth events is strictly prohibited.

F. On-Ice Officials Code of Conduct

1. Act in a professional and businesslike manner at all times and take your role seriously.
2. Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.
3. Know all playing rules, their interpretations and their proper application.
4. Remember that officials are “teachers”. Set a good example.
5. Make your calls with quiet confidence; never with arrogance.
6. Control games only to the extent that is necessary to provide a positive and safe experience for all participants.
7. Violence must never be tolerated.
8. Be fair and impartial at all times.
9. Answer all reasonable questions and requests.
10. Adopt a “zero tolerance” attitude toward verbal or physical abuse.
11. Never use foul or vulgar language when speaking with a player, coach or parent.
12. Use honesty and integrity when answering questions.
13. Admit your mistakes when you make them.
14. Never openly criticize a coach, player or other official.
15. Use only USA Hockey-approved officiating techniques and policies.
16. Maintain your health through a physical conditioning program.
17. Dedicate yourself to a personal improvement and maintenance of officiating skills.
18. Respect your supervisor and his/her critique of your performance.

G. Code of Conduct Violations

Discipline Issues:

It is the goal of the RFYHA to provide all participants (players, coaches, and parents) with the highest level of personal productivity. Please remember that as RFYHA players, parents and coaches we are representing our association and community at both home and away events. Always be on your best behavior and leave places better than you found them: respect your opponents, your coaches, the referees, arena staff as well as picking up your trash and refraining from using inappropriate language.

1. **In the event of needed discipline** the head coach is the person recognized as having responsibility for the team. The coach (in accordance with the following

guidelines) shall discipline violations of team rules. The Head Coach has full discretion to determine what is or is not a violation of the team rules. These rules should be enforced equitably by the coach, without regard for the possible impact on the outcome of any game or the importance of any game or tournament.

- **First Offense:** special chores or benching for less than one period (coach is required to notify parent via e-mail with team liaison attached to e-mail)
- **Second Offense:** benching for one period (coach is required to notify parent via e-mail with team liaison attached to e-mail)
- **Third Offense:** benching for one game (coach is required to notify parent via e-mail with team liaison attached to e-mail)
- **Fourth Offense:** refer member to the RFYHA Player Conduct Committee (see Player Conduct Committee below)

2. Major or Continued Violations:

- a. Major or continued violations will result in a meeting between coach, parents, and RFYHA Team Board Liaison to develop a correction plan.

3. Player Conduct Committee.

A three-member player conduct committee will be created to review any and all game misconducts, match penalties, gross misconducts, and individual player behavior.

- a. Members of this committee will include the head referee, the head of the coaches' committee, and one board officer.
- b. The board officer serving as a member of this committee must not have a skater from the same team as the skater whose conduct is in question.
- c. The order for board member team conflict exclusion would be president, vice-president, treasurer, and secretary.

4. Member Conduct Committee.

A member conduct committee will be created, consisting of the applicable team board liaison, and the top two board officers who do not have a player on the involved team.

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- a. This committee will gather information on the incident, and then call an emergency board meeting to present the recommendations of the committee to all the remaining board members.

VI. Financial and Service Hour Obligations

Registration fees do not, by themselves, cover all the operating expenses of the Association. Various fundraising events are necessary to raise funds to supplement the registration fees. Operating expenses incurred by the Association include: operating expenses of the Wildcat Centre, various types of insurance, registration fees to MAHA, WAHA and USA Hockey, coaching and referee expenses as well as replacement of equipment and jerseys as needed.

A. Registration Fees and Policies

1. Registration Fees (see the appendix C for the current fees)

- a. An annual registration fee is charged for each child enrolled in the River Falls Hockey Association.

- b. The Board of Directors establishes the registration fee and any other fees.
- c. Registration fees vary according to the level of the skater. The level of the skater is determined by the birth date of the skater.
- d. The registration fees are based on the amount of ice time used at each level.
- e. The registration fee is reduced by 50% for first-time skaters. Transfers from other associations are not considered first-time skaters.
- g. High school players that are of Bantam age may register with the RFYHA as a Bantam. These players will be charged \$250 if their building assessment has been paid and \$300 if it has not been paid. This is a non-refundable fee. If, after high school try-outs, a player returns to play Bantams he will be charged the remaining difference of the registration fee. He will also be expected to fulfill all fund raising obligations.

2. Registration Policies

- a. The annual registration dates are advertised in the River Falls Journal.
- b. Skaters that register after try-outs will be placed on the team which he/she will best develop on. This will be determined by the skater practicing for a minimum of 1 week and the ACE Director along with the head coaches then determining the best fit team for the player placement.
- c. Late registration is any registration occurring after December 1st. Late registration will be handled as follows:
 - i. Registration fees and fundraising requirements will be prorated at the time of registration by the Board of Directors.
 - ii. The fees and requirements will be based on the amount of season remaining.
- g. Suspended players are expected to pay all fees in full, regardless if the player returns or not.
- h. The deadline for all fees is December 1. Skaters will not be allowed to participate if fees are in arrears.

3. Hardship Exemption Request

- a. In the event that a family cannot meet the annual financial obligations as an RFYHA member, a hardship exemption may be requested.
- b. The hardship exemption request must be submitted in writing to one of the officers of the Board of Directors prior to registering for the season in which the request is being submitted.

- c. If the hardship exemption request is approved, an officer of the Board will notify the family regarding the portion of the registration fees that have been waived.
- d. Fundraising and volunteer hour requirements will still apply and may be adjusted to accommodate the change in registration fees.
- e. A hardship exemption applies for the season in which it is requested and approved.

4. Registration Refunds

- a. Members must make a formal written request for a refund of fees to the Board of Directors.
- b. Upon receipt, the board will determine what expenses have been incurred and calculate a pro-rated refund.
- c. Requests received after December 1 will not be considered.
- d. Refunds will not be given to players who have been suspended for any reason.

B. Building Assessment Fee (see appendix C for current amount)

Each association family is required to pay a lifetime assessment of \$750 towards the cost of building the sports center.

- a. The assessment is payable in annual increments based on the age of the oldest skater in the family
- b. The assessment is not charged for Mite skaters.
- c. The assessment is charged annually until the family has paid \$750.
- d. To avoid the assessment, a family may choose to make a one-time donation of \$750 to the building fund. This donation must be made on registration day or before.
- e. All monies received as assessments or building donations will be used to furnish the sports center and pay for ongoing building expenses and improvements.

C. Fund Raising Expectation

1. Calendar Raffle (required)

- a. Each skater is required to sell 25 calendar raffle tickets at a cost of \$10 per calendar raffle.
- b. Families with multiple skaters will only be required to sell 10 additional calendar raffle tickets per additional skater.
- c. No buyout option is available.
- d. The calendars will be available at registration and must be sold and turned in no later than December 13th.
- e. Since we are unable to accept any tickets after the first raffle is drawn, any tickets received after January 1st will be returned and you will be billed for the outstanding balance.

2. Heggies Pizza (required)

- a. Each family is required to sell 25 Pizza's.
- b. A buyout option is available (at registration) for \$200.
- c. The Pizza sale will take place in the Fall. Packets will be provided at the time of registration.

3. Optional Fundraising

- a. The Association sponsors a number of other fundraising events such as the end of year gala, golf tournament, ongoing aluminum can recycling, etc. to help raise funds that are specifically earmarked for debt reduction on the new arena. Families are encouraged to participate in these fundraisers or volunteer to work on the committee or at the event.

D. Service Hour Requirement

1. Regular Service Hours

RFYHA is a 100% volunteer organization. Because of this all members are required to help support the activities of the association by working a certain number of service hours.

- a. Each family is required to work a minimum of 60 service hours.
- b. Families with more than one skater are required to work an additional 10 service hours per skater.
- c. Families with a Mite as the oldest skater will have their service hour requirement reduced to 25 hours.

2. Tournament Service Hours

- a. A minimum of 45 service hours must be considered "tournament hours". Tournament hours include high school games and sanctioned tournaments (invitational, regional or state tournaments) hosted at Wildcat Centre.
- b. Families of Mite skaters must complete a minimum of 15 "tournament hours".
- c. Each team will be required to staff the tournament at their level or provide workers if we do not sponsor a tournament at their level. It is the member's responsibility to arrange for a substitute if the member is unable to work the assigned shifts.
- e. The tournament schedule will be posted at the Wildcat Centre and also on the River Falls Youth Hockey website.

3. Service Hours Policies

- a. Service hours are not received when working as an "off-ice official (i.e. penalty box, score board operator or announcer) at your child's home games.

- b. Workers must be at least age 18 to work at high school games. In addition, workers must be at least age 18 to work the clock, scorekeeping and the penalty box for any level of game.
- c. A list of service hour options is provided at registration. There is also a table which lists options located in the Appendix.
- d. Members that do not satisfy the service hours will be assessed a fee of \$25 per hour not worked.
- e. You will be required to sign in at the time that you perform your service hours.
- f. Service hours may not be carried into the next year.
- g. You may not gift hours to other members unless approved by the service hour's coordinator.

E. Volunteer Positions and Duties

For current volunteer positions and committee directors/members please refer to the RFYHA Website at <http://riverfalls.pucksystems.com>

VIII.

IX. Appendix

- A. Board of Directors
- B. Age Classification Table
- C. Financial and Service Hour Obligations Table
- D. Team Schedules

Appendix A – Board of Directors (2015 – 2016 Season)

Name	Office	Phone	E-mail	Term ends
Frank Linn	President	715-821-8427	linnfc@gmail.com	2016
Mike Marsollek	Vice-President	612-214-1803	mmarsollek@kodaenergy.com	2017
Neil Accola	Treasurer	612-770-5759	neil.accola@gmail.com	2017
Janell Rasmussen	Secretary	612-756-4794	Rasmussen.janell@gmail.com	2018
Kathy Bennett		715-781-0457	rkbennett@baldwin-telecom.net	2018
Jody Christensen		715-307-3193	Jchockey15@gmail.com	2016
Steve Magnuson		651-592-6786	svmagnuson@gmail.com	2017
Paul Wilson		303-929-6029	Pjwilson218@AOL.com	2016
Andrew Thomas		651-248-8532	Arthomas32@comcast.net	2018
Tim LaVold		612-201-1314	tjlavold@gmail.com	2016
Josh Cleveland		715-781-7081	jazsky@aol.com	2017
Kevin Hare			Kevin.hare@target.com	2018

*If you would like to become a member of the Board of Directors please contact any one of the existing Board members.

Appendix B – Age Classification Table (2015 – 2016 Season)

Level	Age				
Mites/U8	≤ 8	Birth year	2007	and	later
Squirts	9-10	Birth year	2005	and	2006
U10	9-10	Birth year	2005	and	2006
Pee Wee	11-12	Birth year	2003	and	2004
U12	11-12	Birth year	2003	and	2004
Bantams	13-14	Birth year	2001	and	2002
U14	13-14	Birth year	2001	and	2002

Appendix C – Financial and Service Obligations Table (2015 – 2016 Season)

Level	Registration	Building Assessment	Calendar Raffle*	Pizza Sales*	Total Service Hours	Tournament Service Hours
Learn to Skate	\$0	\$0	NA	NA	NA	NA
Mite (4-8 yr's)	\$250	NA	25 Tickets	25 Pizza's	25	15
Squirt	\$475	\$100	25 Tickets	25 Pizza's	60	45
U10	\$450	\$100	25 Tickets	25 Pizza's	60	45
Pewee	\$575	\$100	25 Tickets	25 Pizza's	60	45
U12	\$550	\$100	25 Tickets	25 Pizza's	60	45
Bantam	\$675	\$100	25 Tickets	25 Pizza's	60	45
U14	\$650	\$100	25 Tickets	25 Pizza's	60	45
Family Max	\$1,200					

Appendix D – Team Schedules (2015 – 2016 Season)

For current team schedules please refer to the calendar on the RFYHA Website at www.rfhockey.com