

# **Center State Youth Hockey Handbook**

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## **I. ORGANIZATION**

### **A. Membership**

Membership of parents/legal guardians in Center State Youth Hockey (CSYH) is automatic with the registration of a participant. Parents and legal guardians of registered children are "voting members" of CSYH with a total of one vote per family. All officers, managers and coaches appointed by the Board are also voting members of CSYH. Each member must express a willingness to comply with and adhere to the bylaws, rules and regulations of the organization. Membership in CSYH corresponds to the term of registration and automatically terminates upon withdrawal from the program, failure to re-register, or to be re-appointed. Membership may be suspended for willful disregard of the rules and regulations of CSYH, the NY State Amateur Hockey Association or USA Hockey.

### **B. Board of Directors**

The Center State Youth Hockey Board of Directors is composed of ten elected volunteers representing the organization plus one voting member appointed by and representing the Morrisville State College. The By-laws of Center State Youth Hockey authorize the Board to oversee the operation of the organization and carry out its goals. Board members are elected to serve two-year terms. A call for nominations will be mailed to the general membership of CSYH by January 7<sup>th</sup> of each year to fill vacant positions. The board of directors will accept nominations until February 15<sup>th</sup> and then the slate will be closed. An electronic ballot will be distributed to every member of the organization by March 7<sup>th</sup> with voting instructions. The voting period shall last for two weeks. The results of the election will then be announced to the entire membership. Board meetings are held monthly at the Morrisville Ice Plex and are open to all members of CSYH. Location and time for board meetings will be posted on the monthly practice schedules as well as on the CSYH website ([www.eteamz.com/centerstate](http://www.eteamz.com/centerstate)). The current members of the board of directors are listed in the **Appendix A**. Descriptions for the officers can be found in the By-Laws **Appendix B**.

### **C. Team Coordinators**

Every Center State Youth Hockey team must have a Team Coordinator. Team Coordinators provide a vital communication link between the coaches, parents and the board of directors. Team Coordinators have administrative responsibilities for the items listed below. Team Coordinators are encouraged to delegate some of these tasks to other team parents.

- assisting the registrar if needed with the proper completion of necessary USA Hockey Forms;
- ensuring that team paperwork ( birth certificates, medical consent to treat forms, schedules, etc.) is up to date and complete;
- scheduling pick-up games in conjunction with the coaching staff;
- will work with the Tournament Director to obtain competitive teams at the appropriate age level for their home tournament;
- notifying team members, as well as the Scheduler, of schedule changes;

- assisting in the coordination of fundraising activities;
- distributing team jerseys;
- coordinating travel arrangements and ensuring that all parents have maps and directions to games and tournaments;
- obtaining off-ice officials (scorekeepers, penalty box officials, and timekeepers) for home games;
- submitting a short article to the local papers recapping the weekend games.
- attending the first 15 minutes of the monthly board meetings.

#### **D. Off Ice Officials**

Each team is responsible for providing a Scorekeeper, Timekeeper, and Penalty Box Officials at their home games. These are relatively easy tasks to perform once one becomes familiar with the procedure. These responsibilities also offer a new perspective to the game. Off-ice officials are required to follow all instructions given by the on-ice officials before, during and after the games.

#### **E. Coaches**

Center State Youth Hockey coaches come from a variety of backgrounds, but all share two important characteristics; they are ALL volunteers and they all care deeply about the development of all of the players on the teams they are coaching. Our coaches require the support of the parents of the players they are coaching. Anything parents can do to help with off-ice responsibilities is encouraged.

All prospective coaches must submit an application to the President of the Association to confirm coaching certification requirements including a background check. The application shall be forwarded to the Coaching Committee, which shall consist of the President, the President-Elect, and the Director of Youth Hockey. If any member of the Coaching Committee wishes to be a coach then another board member will be selected by a majority vote of the entire board to fill his/her position on the committee. The Coaching Committee may conduct individual interviews of the prospective coaches, as necessary, and then appoint the head coach for each team. Any conflicts will be submitted to the Board of Directors for final resolution and approval.

After the evaluation process and the selection of the teams, the head coach of each team shall submit to the President of the Association potential candidates to serve as assistant coaches for the team. The Board of Directors will review the list and confirm the coaching staff.

Coaches must possess a thorough knowledge of the rules and strategies of the game. Coaches must be of strong character and represent the organization in a professional manner at all times or at any function involving the organization. Coaches must also follow the approved code of conduct established by the organization and any violation will be brought before the Board of Directors. Coaches must also consider the developmental age of their players and use methods appropriate for that age level. All coaches must obtain the necessary USA Hockey coaching certification as outlined in the USA Hockey Coaching Education Program.

## **F. Director of Youth Hockey**

The Director of Youth Hockey will foster the development of youth hockey at Center State Youth Hockey by:

1. Developing Curriculum (practice to game ratio; practice curriculum - weekly, monthly, yearly; players' skill development - clinics / camps; and coaching development)
2. Running the Initiation Programs
3. Assisting with player selection
4. Assisting with coaching selection
5. Monitoring and assisting with practices
6. Monitoring games
7. Assisting with referee development
8. Assisting with the enforcement of youth hockey rules and policies
9. Preparing monthly reports for board meetings
10. Promoting the youth hockey organization

## **II. FINANCES**

### **A. Overview**

Center State Youth Hockey has adopted the policy of charging all participants according to the following fee schedule for the 2012/2013 season:

Initiation Program	\$85.00 per session \$150 per season
Mites	\$330.00
Squirts	\$475.00
PeeWees	\$485.00
Bantams	\$495.00
Midgets (Full Season)	\$505.00
Midgets (Half Season – Aug thru Oct)	\$300.00

**For families that have more than one player in the organization:** the player on the team with the highest registration fee pays the full amount and all other siblings pay 85% of the respective fee for their level.

Registration fees include one home tournament for each team. Practice and game slots will be divided equally based on the total available ice time at the IcePlex. Thus all teams can expect to have roughly the same amount of home ice time. However, there may be some variation in the number of away games and tournaments played by each team. Ice time is a costly and precious commodity and buying ice time at Morrisville State College consumes most of the CSYH budget each year. Additional expenses include the cost of referees, insurance, advertising, printing costs, etc. To help offset these costs, CSYH will be promoting various fundraising efforts throughout the year. Participation in these

fundraising efforts is mandatory as money raised through these efforts helps keep the registration fees down.

The fee also includes two game jerseys, one home and one away. These jerseys are the property of each player and do not need to be returned. Players are expected to keep the jerseys in good condition, only wearing them for games, until such time as other game jerseys are purchased.

#### **B. Registration Fees**

Registration fees are set each year by the Board of Directors and must be paid by cash, check, or credit card at registration. Previously registered players will be guaranteed a place on a team the following year upon timely payment of registration fees. Any player who withdraws from the program surrenders a guaranteed spot for the next year. Players who skate for partial seasons will be responsible for full registration fees. A non-refundable deposit consisting of 50% of the total registration fee shall be required before any player steps on the ice. Any special circumstances may be brought to the Board of Directors and a majority vote will apply.

#### **C. Fundraising**

Fundraising is an integral part of the Center State Youth Hockey budget process. The primary purpose of fundraising is to help offset the operating budget of the organization. This is done to help keep the registration fees low. All fundraising activities must be sanctioned by the organization. No unauthorized fundraising activities will be allowed. All members are expected to contribute by participating in CSYH fundraising activities. Please view these activities with enthusiasm.

### **III. TEAMS**

#### **A. Age Levels & Leagues**

Center State Youth Hockey is a registered Tier II member of USA Hockey and NYS Hockey and abides by all of the regulations governing amateur hockey in the United States and in New York State. CSYH also belongs to the Snowbelt Youth Hockey League.

Participants are placed in one of six age groups. Groups are determined based on the participant's age as of January 1. Age group names and classifications are as follows:

Learn to Play Program	4-11 years old
Mite	8 years and under
Squirt	10 years and under
Pee Wee	12 years and under
Bantam	14 years and under
Midget	17 years and under

It is the philosophy of CSYH that all players should be playing at their age appropriate level. In rare occasions, the CSYH Board of Directors may, at its

discretion, move players upward in age classifications in order to achieve a balanced team population. Such board decisions will be made in conjunction with and on the recommendation of coaches, and then only with the parents' approval. If a non-Mite eligible player desires to try out for an older age group, the player's family must submit a written request to the CSYH Board of Directors (starting in September 2012, NYS Hockey prohibits Mite-eligible players (ages 8 and under) from moving up to Squirts). The Director receiving such notification will then promptly notify the affected coaches and bring the request to the Board of Directors, who will make the decision based upon team populations. In order to be considered for a move upward in age, any player wishing to play at a higher age level must place as one of the top five players in the entire higher age level group. An exception to this rule is goalie movement, which will be at the discretion of the Board of Directors based upon enrollment numbers.

#### *Learn to Play*

The Learn to Play Program is intended for all first year players (ages 4 to 11) and is designed to enhance the beginning players' initial exposure to skating and hockey. Skill development, teamwork, and fun are emphasized. Pressures to perform, to score, and to win are eliminated. Players who have never skated as well as those who have some skating experience are welcome to participate. Returning players who are not ready to join the Mite Division are welcome to remain in the program. In addition, beginning players in the Mite and Squirt divisions wishing to improve their skills may make a request to the Director of Youth Hockey to concurrently participate in the Learn to Play Program at no extra cost.

#### *Mite Division*

The Mite Division (6-8 years) of CSYH focuses on providing instruction and playing hockey in a recreational environment. All children are offered the same opportunities and are treated similarly regardless of their abilities or the speed at which they learn. CSYH adheres to USA Hockey's American Development Model in that practices are structured in stations with each station focusing on the various skills of the game of hockey. Games are structured according to the adopted policies of NYS Hockey and the Central Section of NYS Hockey. Games typically consist of "cross ice" competition versus "full ice" in order to afford every player the opportunity to enjoy and learn the great game of hockey.

Generally, CSYH has several teams depending on the number of children. Every child will be placed on the appropriate team following an evaluation process by all the coaches at that level. As the emphasis is on skill development and enjoyment, all players are given an equal opportunity to play to the maximum extent practicable.

#### *Squirt, PeeWee, Bantam & Midget Divisions*

##### ***Player Evaluations***

The CSYH Board of Directors has adopted the philosophy of dividing players according to skill level at the older age-levels. This method of division is intended to develop all players at a much faster rate. Division by skill or ability

creates equal levels of talent in team groups. At the Squirt, PeeWee, Bantam and Midget levels, an evaluation process will be used to select players for each team.

Each team will have a two-day evaluation session and the dates of the tryouts will be announced at least eight weeks in advance. Evaluations will be conducted by an independent, unbiased review board comprised of the Director of Youth Hockey and two other independent members with extensive hockey knowledge. In addition, if already selected, the coach of the state-bound team will be a member of the evaluation committee. Final player placement on the various teams will be made by the evaluation committee. Skaters will be evaluated based on criteria including, but not limited to, a predetermined list of skills, attitude and sportsmanship. Players may choose not to be evaluated for the state-bound team in which case that player will be automatically placed on the house team. Anyone choosing to play on the Snowbelt team does not have to attend the evaluation sessions. A request to play down a competitive level after the tryout process has been completed will not be granted.

The President(s), President-Elect and the Director of Youth Hockey will set a target for the number of teams before evaluations begin based on the current enrollment; the typical goal for the number of players on each team at an age level is to have an equal split among the teams. The number of players may become unbalanced if, in the opinion of the evaluation committee, the skill level of the players dictates an unequal division. The Board of Directors, after the evaluations, will approve the number of players per team. Please note, this vote will be conducted without the Board's knowledge of the names of the players on each team. The vote is based purely on the number of players per team.

The evaluations are mandatory for any player wishing to play on the state bound teams. . The only accepted excuse for missing an evaluation session will be for a medical reason or an excuse that the Board of Directors has approved prior to the beginning of the evaluations. Medical excuses will require a valid doctor's note. If the player wishes to be evaluated for the state bound team, then the player will be required to practice twice with the Snowbelt team and twice with the state-bound team. After the four practices, the Director of Youth Hockey and the head coach from both the state -bound and Snowbelt teams will make a determination as to which team the player will placed. If any excuse limits a player from attending the evaluation sessions or the four subsequent practices prior to December 1<sup>st</sup> of the current season, then the player will automatically be placed on the Snowbelt team and no further consideration will be allowed.

## **B. State Bound Team**

All CSYH State Bound Teams are registered and play under the rules of USA Hockey and New York State Hockey. State Bound Teams at the Pee Wee and older age levels are eligible to participate in Sectional and State Tournaments, provided they have played the requisite qualifier or "Q" games. Q games shall be as defined by USA Hockey, NYS Hockey, and the Central Section of NYS Hockey.



State Bound Hockey is intended to offer a highly competitive level of hockey for all players in the older age groups. The coaching philosophy focuses on developing advanced individual and team play skills. While coaches may use their discretion in how to effectively utilize his or her players, it is expected that each skater will be afforded approximately equal playing time during the regular season, with the possible exception of special game situations, i.e. man-down and power play situations.

All players are subject to USA Hockey eligibility rules, and State Bound Team rosters are limited to a maximum of twenty players. All State Bound Teams at the Squirt level and above will participate in Sectional Tournaments sanctioned by USA Hockey. Qualified teams will advance to the State and National Tournament play as allowed by USA Hockey regulations.

### **C. Snowbelt Hockey League**

In order to provide meaningful competition for all players at Squirts and above, CSYH is a member of the Snowbelt Youth Hockey League. Other communities comprising the league include: Auburn, Camillus, Cortland, Elmira, Fulton, Geneva, Ithaca, Midstate (Syracuse), Oswego, Salmon River, Skaneateles, and Valley (South Syracuse). Under Snowbelt League rules, house teams can only participate in the Snowbelt League if there is a corresponding advanced team at the same age level within the organization.

The main objectives of Snowbelt hockey are to provide structured league play on an equal ice-time basis and to promote the general rules of sportsmanship among participants. There are no tryouts for Snowbelt; all interested players will be rostered on a team. Snowbelt is intended to offer the older house player a greater level of competition and hockey instruction than can be expected from strictly intramural play. In previous seasons, Snowbelt teams have played approximately 35 games from mid-November through early March, about half of which are league games. In addition, the Snowbelt league offers a playoff series. The league awards trophies for both regular season and playoff champions. Snowbelt teams may also register for several tournaments during the season. Such decisions are made at the team level.

### **D. Equipment Requirements**

Each skater must wear the following equipment required by Center State Youth Hockey when participating in games or practices.

1. Hockey skates (not figure skates)
2. USA Hockey-approved protective helmet with full-face protection of any style (HECC seal of approval)
3. Ice hockey stick (not a plastic street hockey stick; UNCURED sticks are strongly recommended for the Learn to Play program)
4. Neck/throat protectors made with ballistic nylon ("Kevlar") are recommended for all age levels
5. Hockey elbow pads

6. Hockey gloves
7. Hockey shin pads.
8. Hockey shoulder pads (Optional for Learn to Play players)
9. Hockey padded pants
10. Hockey socks
11. Colored mouth guard (mandatory for PeeWee and above; recommended at all levels)
12. Protective cup/supporter (pelvic protector for girls)
13. Game Jerseys – Players will be required to purchase Home & Away game jerseys through the Association. Players are expected to keep the jerseys in good condition throughout their use; replacement of torn jerseys is the family's responsibility.
14. Practice Jerseys – Each player is responsible for providing their own practice jerseys for use during practices. Game jerseys are not to be worn during practices.

#### **E. Team Participation**

Players will be making a major commitment of time and energy to hockey during the season, which may run from early October to late March. Once selected, players are expected to fulfill their commitment to the team for the entire season.

CSYH hockey teams at the State Bound and Snowbelt level teams will not play more than 45 regular season games not to include end of season league tournaments. Additional games may be played for end of season league tournaments, i.e., sectionals, states, and Snowbelt tournament. For all teams, approximately half of these games will be away due to the demand for ice time locally. Most of the travel is limited to locations within a 90-mile radius of Morrisville and overnight stays are not usually required. Participation in a tournament may require a one or two night stay at the tournament location. This is due not only to the distances traveled, but also to the compressed game schedules of most tournaments, which makes "commuting" an undesirable option.

Practices are an integral, if not a more important, element to the skill development of the players. Players are expected to participate in all practices throughout the hockey season. Each team/coach will establish the expectations for practice attendance, notification policies for absences, and the ramifications for missing practices. Each team at Mites and above can expect to have two practice times each week; these practices can be either full-ice or shared-ice depending on the scheduling. USA Hockey recommends that a practice to game ratio be two or more practices for every game; teams are encouraged to keep the practice to game ratio at least one practice for every game (to allow for two games on a weekend). The practice to game ratio can be less than one practice for every game in rare occasions such as tournaments or special scheduling considerations.

CSYH recognizes that many hockey players participate in other sports and extra-curricular activities such as football, soccer, crew, track, etc. The CSYH Board recognizes the value of these activities and supports the participation of our

players in these endeavors. As such, coaches and schedulers should make every effort to avoid conflicts with the fall sports season. To the extent that conflicts do exist between hockey games and practices with fall sports, CSYH supports players in their efforts to fulfill their commitments to their fall sports by recognizing that their first priority should be to their Fall team until the Fall sports season has concluded. One notable and important exception is the need to give **hockey evaluation sessions** top priority if the player desires to be on a State Bound team.

The policies and procedures governing the Center State Youth Hockey program only pertain to the Fall/Winter “normal” season program as described in this handbook. It is not affiliated in any way with other “off season” programs, such as the spring or summer hockey programs offered at the rink by others (for example, Blue Line Hockey).

#### **F. Tournaments**

Center State Youth Hockey guarantees one home tournament for each team within the organization. Tournaments, either home or away, represent a major time commitment for parents. In particular, home tournaments require many hours of work and the commitment of all team parents in order to be successful. In addition, Team Coordinators and coaches of the hosting teams are responsible for finding teams to attend the tournament. Every attempt should be made to ensure that the teams participating in the tournament are as competitive as possible.

### **IV. CONDUCT**

The rules in this handbook are designed to establish guidelines to support young people who participate in the Center State Youth Hockey program. Many of the rules are those enacted by USA Hockey, Inc., which governs youth hockey. CSYH is committed to ensuring that they are observed. It must be emphasized that appropriate conduct is expected at both, **games** and **practices**, and the rules will be enforced whenever the team meets.

#### **A. Player Conduct**

The Center State Youth Hockey’s Board of Directors, coaches, team managers and volunteer parents all have a vested interest in providing a **safe, fun-filled environment** for each player. In return, each skater must understand that coaches, assistant coaches and parent helpers are to be treated with respect and consideration. CSYH skaters are expected to be attentive to coaches' directions and instructions and to avoid disruption. The Board of Directors will support the coaching staff in cases where reasonable discipline must be exercised in order to maintain an organized and enjoyable learning environment.

All players must display good sportsmanship both on and off the ice, at all games and practices, regardless of whether a contest is won or lost, and regardless of how a game is officiated. Damaging or defacing property and the general display of poor sportsmanship reflects poorly on the individual, the team and the organization. Such behavior is unacceptable and will be dealt with immediately by team coaches and/or the CSYH Board of Directors. CSYH has within the

Board of Directors a Discipline Committee. The committee's charter is to review repeated misconduct offenses and determine appropriate actions(s). Coaches have the right to discipline, by way of "benchings" and other means, any behavior not consistent with the philosophy of CSYH. Repeated or severe incidents of bad sportsmanship or other inappropriate or unacceptable conduct will result in disciplinary action by the Discipline Committee. Any participant found guilty of persistently violating CSYH rules shall be dismissed from the program without refund.

CSYH will adhere to all USA Hockey, NYS Hockey, and league rules with respect to minor and major penalties. Match or gross misconduct penalties must be reviewed by the Discipline Committee of the Central Section of NYS Hockey. As such, any match or gross misconduct must immediately be reported to the President in order for proper notification to the Central Section President.

**Special rules** have been imposed by USA Hockey with regard to the personal safety of the players (kicking and high sticking).

**Kicking** - Kicking or attempting to kick another player will result in a major penalty plus a game misconduct or match penalty being assessed against the offending player.

**High Sticking** - Any physical contact to the body of an opposing player resulting from a high stick situation, accidental or otherwise, shall be penalized. A minor penalty for high sticking will be imposed plus a mandatory 10 minute misconduct penalty.

**Deliberate Attempt to Injure** – A deliberate attempt to injure another player will result in immediate expulsion from a game or practice. The CSYH Discipline Committee must then review all such incidents within 10 days. The offender will not be allowed to participate in practice or games until a Board decision has been made. This policy is consistent with the policies of USA Hockey.

## **B. Player Code of Conduct**

- I will always be a good sport.
- I will learn the rules of the game and play by them.
- I will work hard to improve my skills.
- I will be on time for practices and games.
- I will respect my coaches, my teammates, my parents, my opponents and officials.
- I will **NEVER** use objectionable/foul language or behavior that is detrimental to the game.
- I will **NEVER** argue with an official's decision.
- I will **NEVER** argue with my coaches' decisions or directions.

## **C. Parent and Spectator Conduct**

All parents and spectators must display good sportsmanship at all games and practices, regardless of whether a contest is won or lost, and regardless of how a game is officiated. As parents or guardians we must be positive in our attitudes

toward the game of hockey and emphasize the cooperative nature of the game. Negative and rowdy behavior in or around the hockey rink reflects directly and poorly on the whole organization. We must foster good relationships between our players, the organization, the officials and our competitors. As parents, we must set positive examples for our children.

In accordance with USA Hockey's policy of ZERO TOLERANCE, the following actions are *NOT* acceptable:

- Yelling at or threatening referees, opposing players or coaches before, during, or after games or practices.
- Direct confrontations with coaches, parents or players.
- Demonstrations of frustration or anger after a game loss.
- Unnecessary or exaggerated celebration of a goal scored or a game won that would embarrass or demean the opposing team.
- Any physical abuse of any other person.
- Approaching the bench during a game situation unless summoned by a player or coach.

Disruptive or abusive spectators may be asked to leave a rink and compliance is expected. Such conduct may result in an immediate suspension from Center State Youth Hockey functions until a Board hearing is held on the matter. Further penalties may be assessed at that time.

#### **D. Parent Code of Conduct**

- I will remember that the CSYH program is first and foremost for the children.
- I will NOT force my child to participate in hockey, but will support their desire to play.
- I will do my very best to make hockey fun for my child.
- I will place the emotional and physical well being of my child, his/her teammates, coach, and the opposing players, coaches, and families ahead of any personal desire to win.
- I will be a positive role model for my child by demonstrating a positive attitude towards all players, coaches, and officials at every game, practice or other CSYH event.
- I will emphasize skill development and how it will help my child. I will applaud a good effort in victory and in defeat and enforce the positive points of the game.
- I will display good sportsmanship, encourage my child to play by the rules of hockey, and applaud good plays of both teams.
- I will require that my child treat other players, coaches, fans, and officials with respect regardless of race, sex, creed or ability.
- I will help to insure that my child plays in a safe and healthy environment.
- I will comply with USA Hockey rules pertaining to a drug and alcohol-free playing environment for my child.
- I will learn the rules of the game, and support the officials on and off the ice.
- I recognize the importance of volunteer coaches and their impact on the development of my child and to the sport of hockey. I will be supportive of

all coaches and will encourage my child to treat his or her coach with respect. If I have a question regarding a coach's decision or direction, I will speak with them after the game and away from the players.

- I will NEVER enter the playing surface at any time without the coaches' or officials' permission.
- I will NEVER confront in anger or yell at a coach, official, player, spectator, or league official before, during or after any game.
- I will NOT yell or abuse my child
- I will NEVER call or contact an official about any infraction or for any reason relating to his officiating.
- I will NEVER use objectionable/foul language or behavior that is detrimental to the game.
- I will NOT taunt or disturb other fans, but will enjoy the game together.
- I will NOT throw any items on the ice surface, nor will I lean over or pound on the glass.
- As a parent I will ensure that all invited SPECTATORS are aware of the USA Hockey Zero Tolerance Rule and all applicable Center State Youth Hockey Codes of Conduct pertaining to appropriate behavior at the ice rink.

#### **E. Coaches Conduct**

Center State Youth Hockey coaches are expected to set positive role models of behavior for their players by adhering to the same rules of conduct as those outlined for parents above.

At no time is a CSYH coach to permit a player not registered with USA Hockey and CSYH to participate in a CSYH practice or game. Such conduct may result in an immediate suspension from coaching duties until a Board hearing is held on the matter. Further penalties may be assessed at that time.

#### **F. Coaches Code of Conduct**

- I will be a positive role model for my players, display emotional maturity and be alert to the physical safety of players.
- I will always be sober and of sound judgment both on and off the ice when in the company of my players.
- I will NEVER verbally or physically abuse a player or official.
- I will NEVER use objectionable/foul language or behavior that is detrimental to the game.
- I will be concerned with the overall development of our players and will stress good health habits and clean living.
- I recognize that while winning is a consideration, it is not the most important consideration. I recognize that my players are involved in hockey for fun and enjoyment and I will care more about each individual child than about winning the game.
- I will encourage all of my players to be team players and will stress the importance of cooperation.
- I will listen to and recognize the personal needs and problems of my players, and will give all players the opportunity to improve their skills, gain confidence and develop self-esteem.

- I will be generous with praise when it is deserved, be consistent, honest, fair and just.
- I will NOT humiliate my players either publicly or in private, but will provide criticism that is constructive and thoughtful.
- I will organize practices that are fun and challenging for my players.
- I will learn and study the rules, techniques and strategies of hockey so that I can be an effective coach.
- I will learn to be an effective communicator with players, parents and officials.
- I will maintain an open line of communication with my players' parents and will explain the goals and objectives of our organization at a mandatory preseason meeting with the parents.
- I recognize that to play the game is great, to win the game is nice, but to love the game is the ultimate goal.

#### **G. Administrator Conduct**

Administrators of Center State Youth Hockey are responsible for promoting and enriching the program in any way possible, as well as communicating their goals and efforts to every player, parent, and coach in the organization. In their role as decision makers, administrators must make every effort to ensure that decisions are made in an unbiased, honest and fair manner.

#### **H. Administrators Code of Conduct**

- I will follow the rules and regulations of USA Hockey and Center State Youth Hockey to ensure that the organization's philosophy and objectives are enhanced.
- I will support programs that train and educate players, coaches, parents, officials and volunteers.
- I will promote and publicize the CSYH program and seek financial support when possible.
- I will communicate with parents by inviting them to all open board meetings as well as by being available to answer questions and address problems throughout the season.
- I will work to promote programs that encompass fairness to the participants and promote fair play and sportsmanship.
- I will make decisions regarding the program in an objective, unbiased and fair manner.
- I will recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
- I will encourage coaches and officials to attend USA Hockey clinics, and persuade your board members of the necessity for their training sessions.
- I will make every possible attempt to provide everyone, at all skill levels, with a place to play.
- I will read and be familiar with the contents of the USA Hockey Annual Guide and Rule Books.
- I will develop other administrators to advance to positions in your association, perhaps even your own.

## **I. Discipline Committee**

The Discipline Committee is composed of the following Board members: the President(s), the President-Elect, the Director of Referees, and the Director of Youth Hockey. A majority vote will apply to all discipline rulings. Any disciplinary grievances shall be presented to the President and then the Discipline Board will review and make a recommendation to the Board. The Board will then approve/disapprove/or will modify the recommendation. The decision will be communicated to the parties involved. The parties involved have a right to appeal the decision within 10 days of notification in writing to the President. The whole Board will review the appeal and make a final decision. They may also appeal to the Central Section of NYS Hockey . At this point, the appeal process and further action will be in accordance with NYS Hockey by-laws.

**REMEMBER THAT EVERY PARENT, COACH, PLAYER, AND BOARD MEMBER REPRESENTS THE CENTER STATE YOUTH HOCKEY ASSOCIATION AND MUST ACT ACCORDINGLY.**



## APPENDIX A: BOARD OF DIRECTORS

<b>President</b>	Will McCrink		
<b>Co-President President Elect</b>	Bob Holcombe		
<b>Secretary</b>	Andrea McKiven		
<b>Treasurer</b>	Jorge Rodriguez		
<b>Scheduler</b>			
<b>Fundraising Director</b>	Kristina Rodriguez		
<b>Tournament Director</b>			
<b>Director of Officials</b>	Randy Hirschey		
<b>Registrar</b>			
<b>Morrisville Auxillary Representative</b>	Rob Hameline		

## APPENDIX B: BYLAWS