



AAHA Treasurer's Report
March 11, 2019

2018-19 AAHA Actual to Budget Comparison
AAHA Balance Sheet 2/28/19
AAHA Profit and Loss 2/28/19
Chase February Bank Statement

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Jim Rogers".

Jim Rogers
Treasurer

Arizona Amateur Hockey Association

2018-19 AAHA Approved Budget

Income		Year	Qty	Amt	last updated: 3.6.19	
					Budget 9/18	
					Through 2/28/19	
1	Adult Player Reg (USA Hockey)	18/19	4550	\$ 10.00	\$ 45,500.00	\$ 30,110.00
2	Youth Player Reg (USA Hockey)	18/19	3075	\$ 15.00	\$ 46,125.00	\$ 42,870.00
3	USA Hockey Block Grant	18/19			\$ 17,763.13	\$ 17,763.13
4	USA Hockey Block Grant	18/19			\$ 3,575.00	
5	Arizona Coyotes Sponsorship				\$ 20,000.00	
6	AZYHL Preseason Tournament		33	\$ 1,056.06	\$ 35,685.00	\$ 35,685.00
7	Youth State Player Development		165	\$ 194.00	\$ 40,500.00	
8	Tier Declaration fees		29	\$ 1,000.00	\$ 29,000.00	\$ 29,000.00
9	Tier Championship team fees				\$ 10,539.73	\$ 11,471.50
10	Adult State Championship		35	\$ 599.00	\$ 20,965.00	
11	Checking Clinic	128			\$ 2,560.00	
12	AZYHL Championship Tourn.		37	\$ 1,350.44	\$ 51,039.00	\$ 48,125.00
13	Donations & Fundraising					
14	Penalties & Fees					
15	Appeal Fees				\$ 250.00	\$ 250.00
16	Deposit National Tournament					\$ 2,000.00
17	Website Advertising					
18	Total State income				\$ 323,501.86	\$ 217,274.63
19	Expenses					
20	RMD District Adult Player fees			\$ -	\$ 1,575.00	
21	RMD Distric Youth Player fees			\$ -	\$ 2,525.00	
22					\$ 4,100.00	\$ -
23	AZYHL Pre-Season Tourn.					
24	Ice				\$ 26,529.23	\$ 26,597.49
25	Printing/Mailing/Misc.					\$ 549.24
26	Referees/SK				\$ 5,704.00	\$ 5,682.00
27	Awards				\$ 3,100.00	
28	Tournament Director(s)				\$ 310.00	
29					\$ 35,643.23	\$ 32,828.73
30	Youth State Tier Championships					
31	Ice				\$ 28,300.00	\$ 4,295.00
32	Printing/Mailing/Meetings/Misc.				\$ 500.00	\$ 205.14
33	Referees/Sk				\$ 8,143.00	
34	Awards				\$ 1,593.63	
35					\$ 38,536.63	\$ 4,500.14
36	Youth State AZYHL Championships					
37	Ice				\$ 39,902.00	
38	Printing/Mailing/Misc.					\$ 5,680.00
39	Referees/SK				\$ 11,137.00	\$ 7,057.00
40	Awards					\$ 1,587.80
41					\$ 51,039.00	\$ 14,324.80
42	Adult State Championship Tourn.					
43	Ice				\$ 21,000.00	
44	Refs/SK				\$ 6,412.00	
45	Scorekeepers					
46	Awards					
47					\$ 27,412.00	\$ -
48	State Player Development Camp					
49	Coaches Stipends				\$ 5,000.00	
50	Jerseys				\$ 1,000.00	
51	Coaches Jackets				\$ 1,050.00	

52	Pucks/waterbottles				\$	75.00		
53	Ice				\$	10,000.00		
54	Misc-Adv. Posters/supplies/water				\$	350.00		
55	Meeting				\$	200.00		
56	Refs/SK							
57	Third Party Registration				\$	680.00		
58	Travel - Air, Hotel, Meals, R.Car				\$	4,500.00		
59					\$	22,855.00	\$	-
60	Growth Initiatives							
61	Coyotes Little Howlers Equipt	1	\$ 2,000.00		\$	2,000.00		
62	Mite Jamborees	3	\$ 2,000.00		\$	6,000.00	\$	1,441.99
63	Total Goalie Quick Change	21	\$ 189.99		\$	4,000.00		
64	Cross Ice Boards	1	\$ 7,500.00					
65	Free Girls Clinics				\$	4,500.00	\$	913.00
66	Adult Growth Initiative - Skills Clinics				\$	8,025.00		
67	Youth Growth Initiative - Skills Clinics				\$	8,025.00	\$	1,050.00
68	Disabled Hockey Development				\$	7,500.00	\$	7,280.00
69	Goalie Development Program				\$	5,000.00		
70	Concussion Awareness				\$	2,000.00	\$	1,750.00
71	Donations/Gifts				\$	250.00		
72	Coaching Education Program				\$	2,000.00	\$	2,110.00
73	CEP Equipment				\$	1,500.00		
74	Referee Training split with District				\$	2,425.00	\$	2,425.00
75	Recognition Awards, Plaques, Sponsorships							
76	Background Screening Program				\$	12,025.00	\$	8,741.50
77	Bank Service Charges				\$	450.00	\$	209.70
78	AZ Corporation Commission				\$	10.00	\$	10.00
79	Records Storage Unit				\$	700.00	\$	415.26
80	Office Supplies/software/QBO				\$	700.00	\$	390.96
81	Meeting Expense F&B				\$	4,500.00	\$	1,940.40
82	Postage & Delivery				\$	300.00		
83	Copies/Printing checks				\$	200.00		
84	AZ Rubber Advertising Program							
85	AAHA Admin Assistant	20	\$ 15.00		\$	15,000.00	\$	9,120.00
86	AAHA Admin Social Media				\$	8,000.00		
87	Professional Fees (Tax Return)				\$	1,000.00	\$	875.00
88	Legal Fees				\$	30,000.00	\$	25,228.00
89	D & O Insurance				\$	2,306.00	\$	1,080.00
90	Website				\$	1,000.00	\$	40.34
91					\$	129,416.00	\$	65,021.15
92	Tournament Fees							
93	Boys Pittsburgh America's Showcase				\$	1,000.00		
94	Youth Tier 1 RMD Championship				\$	4,000.00		
95	Girls RMD District Championship				\$	1,000.00		
96					\$	6,000.00	\$	-
97	Travel							
98	USA Hockey Annual Congress		June		\$	4,000.00		
99	USA Hockey Mid Winter Meeting		January		\$	3,000.00	\$	1,568.68
100	Rocky Mountain Annual Meeting		August/January		\$	1,000.00		
101	Coaching Ed./RMD Girls/Misc Travel		Misc.		\$	500.00		
102					\$	8,500.00	\$	1,568.68
103								
104				Total Expenses	\$	323,501.86	\$	118,243.50
105				Total Income	\$	323,501.86	\$	217,274.63
106				Income(deficit)	\$	-	\$	99,031.13

AAHA

PROFIT AND LOSS

September 2018 - February 2019

	TOTAL
Income	
4000 Player Registration	
4001 Adult	
2018-19 Adult Reg	32,020.00
Total 4001 Adult	32,020.00
4002 Youth	
2018-19 Youth Reg	17,400.00
Total 4002 Youth	17,400.00
Total 4000 Player Registration	49,420.00
4040 Youth State Championships	
4041 Declaration Fees	1,000.00
4042 Team Fees	11,471.50
Total 4040 Youth State Championships	12,471.50
5000 AZYHL - Preseason Tournament	1,175.00
5001 AZYHL - Postseason Tournament	48,125.00
Total Income	\$111,191.50
GROSS PROFIT	\$111,191.50
Expenses	
7005 State Playdowns	
7010 Youth	
7011 Ice	4,295.00
Total 7010 Youth	4,295.00
Total 7005 State Playdowns	4,295.00
7072 Growth & Development - Year Round Player Development clinic ice	1,050.00
Total 7072 Growth & Development - Year Round Player Development	1,050.00
7073 Growth & Development - Mite Festivals	1,441.99
7075 Girls Growth & Development	325.00
7100 Coaching Education Stipend	2,110.00
7130 Referee Development	2,425.00
7150 Background Screening Program	8,741.50
7500 Bank Service Charges	209.70
7505 AZ Corp Commission	10.00
7510 Office Supplies & Software	390.96
7520 Meeting Expense	1,940.40
7540 Website	21.17
7550 Records Storage	415.26
7600 AAHA Administrative Assistant	9,120.00
7850 Travel	
7851 USA Hockey Annual Congress	414.27
7852 USA Hockey Mid Winter Meeting	1,154.41
Total 7850 Travel	1,568.68

	TOTAL
Advertising	2,000.00
AZYHL	
5002 Trophies	210.80
AZYHL - Refs	5,682.00
Total AZYHL	5,892.80
AZYHL - Preseason Tournament Expenses	549.24
AZYHL Ice	26,597.49
Total AZYHL - Preseason Tournament Expenses	27,146.73
AZYHL Postseason Expenses	
Pins	1,377.00
shirts	5,680.00
Total AZYHL Postseason Expenses	7,057.00
Concussion Awareness	1,750.00
Girls Clinic	
Ice	588.00
Total Girls Clinic	588.00
Insurance	1,080.00
Legal-Prof Fees	25,228.00
accounting	875.00
Total Legal-Prof Fees	26,103.00
meeting - Tier Committee	205.14
Sled Hockey Equipt	7,280.00
Total Expenses	\$113,167.33
NET OPERATING INCOME	\$ -1,975.83
NET INCOME	\$ -1,975.83

AAHA

BALANCE SHEET

As of February 28, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 AAHA Checking	353,531.32
Total Bank Accounts	\$353,531.32
Total Current Assets	\$353,531.32
Fixed Assets	
1230 One Goal Equipment	0.00
1231 Cost	34,486.15
1232 Accumulated Depreciation	-34,486.15
Total 1230 One Goal Equipment	0.00
Total Fixed Assets	\$0.00
TOTAL ASSETS	\$353,531.32
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2400 Deferred Revenue	59,238.13
Total Other Current Liabilities	\$59,238.13
Total Current Liabilities	\$59,238.13
Total Liabilities	\$59,238.13
Equity	
3000 Opening Bal Equity	0.00
3900 Retained Earnings	296,269.02
Net Income	-1,975.83
Total Equity	\$294,293.19
TOTAL LIABILITIES AND EQUITY	\$353,531.32



JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218-2051

February 01, 2019 through February 28, 2019

Account Number:

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ARIZ AMATEUR HOCKEY ASSOC
ARCADIA ICE ARENA
3853 E THOMAS RD
PHOENIX AZ 85018-7504

CUSTOMER SERVICE INFORMATION

Web site: **www.Chase.com**
Service Center: **1-877-425-8100**
Deaf and Hard of Hearing: **1-800-242-7383**
Para Espanol: **1-888-622-4273**
International Calls: **1-713-262-1679**



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CHECKING SUMMARY

Chase Total Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$319,204.06
Deposits and Additions	5	61,866.00
Checks Paid	5	-12,485.00
ATM & Debit Card Withdrawals	7	-932.79
Electronic Withdrawals	1	-34.95
Ending Balance	18	\$367,617.32

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
02/01	Deposit 988103694	\$5,605.00
02/06	USA Hockey Cash Trans PPD ID: 1510204742	1,150.00
02/11	Card Purchase Return 02/07 Sport Ngin Minneapolis MN Card 3977	1,119.50
02/27	Deposit 988103696	48,125.00
02/27	Deposit 988103697	5,866.50
Total Deposits and Additions		\$61,866.00

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
3129 ^		02/19	\$1,275.00
3130 ^		02/15	2,000.00
3131 ^		02/19	855.00
3132 ^		02/08	2,675.00
3133 ^		02/11	5,680.00
Total Checks Paid			\$12,485.00

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

^ An image of this check may be available for you to view on Chase.com.



February 01, 2019 through February 28, 2019

Account Number:

ATM & DEBIT CARD WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
02/04	Card Purchase 02/01 Tempe Choice S Storage 480-9667021 AZ Card 7333	\$69.36
02/04	Card Purchase 02/01 Active Screening 800-319-5580 FL Card 7333	180.00
02/04	Recurring Card Purchase 02/03 Intuit *Qb Online 800-286-6800 CA Card 7333	65.16
02/13	Card Purchase 02/13 Arizona Corp Comm .Cc.State.AZ. AZ Card 7333	10.00
02/13	Card Purchase 02/11 18 Degrees Neighborhoo 480-5857465 AZ Card 7333	376.30
02/19	Recurring Card Purchase 02/18 Dnh*Godaddy.Com 480-5058855 AZ Card 7333	21.17
02/27	Card Purchase 02/25 Trophy Den Tempe AZ Card 3977	210.80
Total ATM & Debit Card Withdrawals		\$932.79

ATM & DEBIT CARD SUMMARY

Timothy Reckell Card 3977

Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$210.80
Total Card Deposits & Credits	\$1,119.50

Jimmie D Rogers Jr Card 7333

Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$721.99
Total Card Deposits & Credits	\$0.00

ATM & Debit Card Totals

Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$932.79
Total Card Deposits & Credits	\$1,119.50

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
02/04	Paymentech Fee 6103857 CCD ID: 1020401225	\$34.95
Total Electronic Withdrawals		\$34.95

The monthly service fee of \$12.00 was waived this period because you maintained a minimum daily balance of \$1,500.00 or more.

DAILY ENDING BALANCE

DATE	AMOUNT
02/01	\$324,809.06
02/04	324,459.59
02/06	325,609.59
02/08	322,934.59
02/11	318,374.09
02/13	317,987.79
02/15	315,987.79
02/19	313,836.62
02/27	367,617.32



February 01, 2019 through February 28, 2019
Account Number:

SERVICE CHARGE SUMMARY

TRANSACTIONS FOR SERVICE FEE CALCULATION	NUMBER OF TRANSACTIONS
Checks Paid / Debits	13
Deposits / Credits	3
Deposited Items	24
Transaction Total	40

SERVICE FEE CALCULATION	AMOUNT
Service Fee	\$12.00
Service Fee Credit	-\$12.00
Net Service Fee	\$0.00
Excessive Transaction Fees (Above 100)	\$0.00
Total Service Fees	\$0.00



IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS: Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt. For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS: Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A. Member FDIC



February 01, 2019 through February 28, 2019
Account Number:

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Administrator's Report
February 2019

February was a busy month mainly on two fronts; first finishing up the regular season in all three categories Tier I, Tier II and AZYHL; second getting the web site setup for the State Championship Tournaments, again in all three groups.

First with setting up the tournaments was the creating of the New's articles announcing the tournaments and their schedules. Next was creating the actual game match ups in Sports Engine and on the AAHA web sites calendar, this amounted to approximately 100 games.

In the case of Tier II and AZYHL this was delayed a bit as league play did not have to be over until two weeks prior to the actual tournament dates and there were league games impacting the actual seeding that took place right up until the end.

Additionally with AZYHL there was a new policy put into place this year where by a player must have played a required number of scheduled league games to be eligible to participate in the AAHA Travel Hockey State Tournament so an extensive analysis needed to be done to verify all the qualified players, this actually was started in January. Next year this should be setup at the beginning of the year and then the analysis at the end of season will not be so extensive and time consuming.

Additionally the Hockey Director's, who now oversee this process, allowed for players who did not qualify to apply for an exemption, mostly due to missing a number of games due to injury. The application for requesting the exemption had to be coordinated. There were seven players who took advantage of this opportunity. No one who applied was denied and there were only 4/5 players who could have applied that did not, and for various reasons, but most had simply left the team since the start of the league season and were no longer interested.

Finally for Tier I the tournaments happened, games results were entered and uploaded to the AAHA web site and the Travel Hockey (AZYHL) tournaments started and their game results were also uploaded to the web site.

Finally a new New's article was created and uploaded to the web site announcing the Player Development dates and the opening of registration for that weekend. Additionally and related to that was the creation of the additional web pages for

the actual Player Development Camp. Annually these are created to identify the selection, announce of camp times and other relevant information relating specifically to the Player Development program. Additional work will be done on these pages as the information and the actual camp happens.

Article V. Board of Directors

Section 5.01 Directors.

The affairs of this Affiliate shall be governed by a Board of Directors who, once seated, represents all of the Registered Member Teams. The Board of Directors shall be constituted as follows:

- (a) Member Organization Directors. There shall be one class of Member Organization Directors for each approved Member Organization. The number of Directors from each Member Organization shall be determined as described in paragraph 5.01(b). All Directors from Member Organizations shall be elected by its Registered Member Teams eligible to vote for that class of Member Organization Director. An elected Member Organization Director shall serve a term of two (2) years, concluding at the Annual Meeting. All Directors shall abide by Section 9.05 of these Bylaws.
- (b) Each approved Member Organization registering more than 74 **rostered team** members shall be represented by one (1) voting Director who shall represent the Registered Team members of their organization. **A rostered team member is a player who is registered by the team and listed on the official USAH 1T team roster.** A hockey rink that hosts House/Rec youth hockey and/or Adult Rec hockey programs are entitled to be represented by one (1) voting Director regardless of the number of programs they have. No Member Organization with direct jurisdiction over multiple Organizations shall **not** have more than 40% of the total votes on the Board of Directors.
- (c) Each Member Organization or rink may also elect an additional non-voting representative who will assist the voting Director and be subject to the rules as outlined in subsection (e) below pertaining to At-Large Directors.
- (d) Ex Officio Directors. All USA Hockey, Inc. officials and representatives appointed, elected or employed by or through USA Hockey, Inc. for the primary purpose of assisting this Affiliate and its Members in carrying out the purposes of USA Hockey, Inc. shall be Ex Officio Directors. Ex Officio Directors shall not be entitled to vote on any matter and shall not be counted for purposes of determining a quorum or the result of any vote. However, Ex Officio Directors concurrently serving as a voting Director for an approved Member Organization shall be allowed one vote on behalf of that Organization. By way of example, such Ex Officio persons shall include but are not limited to:
 - (i) Arizona Associate Registrar
 - (ii) Arizona Supervisor of Officials

- (iii) Arizona Coaching Education Program Director
 - (iv) Arizona ADM Program Administrator; and
 - (v) Arizona Safesport Coordinator
- (e) At Large Directors. The Board of Directors of this Affiliate may appoint At Large Directors. At Large Directors are persons from the community whom the Board determines would be able to provide assistance in the governing of the affairs of this Affiliate, but would not otherwise be eligible to be a member of the Board of Directors. At Large Directors shall not be entitled to vote on any matter or be counted for purposes of determining a quorum. At Large Directors shall have a term of one year, commencing on the date of their appointment.

NEW Bylaw

Article VII. Committees

The AAHA Board shall establish standing committees to serve at the direction of the AAHA Board and to further the goals and purposes outlined for each committee.

The committee Chairpersons shall be appointed by the AAHA President and their appointments shall be ratified by the AAHA Board at the annual AAHA Member meeting.

These committees may propose policy and bylaws changes to the AAHA Board for their review and consideration. Any recommended changes shall be voted upon by the AAHA Board for final approval.

Any actions taken by a committee are appealable to the AAHA Board as outlined in the AAHA policies.

All AAHA Board voting directors must actively participate in at least one of the standing committees in order to maintain their good standing and voting privileges on the AAHA Board.

Standing committees are established as follows:

Section 7.01 Executive Committee

- 7.01.1 Purpose: To serve as the leadership officers of the AAHA Board. This committee will review any major issues facing the organization and provide strategic direction as well as make preliminary decisions that may be reviewed and ratified by the Board of Directors.
- 7.01.2 Membership: This committee shall be comprised of four officers: President, Vice President, Secretary and Treasurer. Refer to Article VI of these bylaws for information detailing election or appointment as well as individual officer duties.
- 7.01.3 Authority: This committee of officers shall manage all matters as specifically outlined for them by AAHA policies and bylaws. Additionally, this committee shall act on behalf of the Board of Directors in managing day to day activities and shall report any actions taken to the Board of Directors. Matters that arise which are not subject to existing policy or bylaws shall be handled by this committee serving in the best interests of the AAHA membership. This AAHA President shall serve as the

Chairperson of this committee and shall appoint Chairpersons for all other standing committees.

Section 7.02 Finance Committee

- 7.02.1 Purpose: To provide financial oversight for the AAHA Board of Directors.
- 7.02.2 Membership: This committee shall be comprised of the AAHA Treasurer, AAHA President, and a minimum of two other AAHA Board directors.
- 7.02.3 Authority: This committee will collect information from the committees of the AAHA Board. They will analyze the financial needs and prepare a budget to be presented to the AAHA Board for approval and implementation for the next fiscal year. The committee will be responsible for the creation and monitoring of internal controls and accountability procedures.

Section 7.03 Policy Committee

- 7.03.1 Purpose: To serve the Board by proposing policy and bylaw changes as necessary in response to changes in the law, changes enacted by USAH, and changes requested by committees and members.
- 7.03.2 Membership: This committee shall be comprised of the Chairperson and a minimum of two other AAHA Board directors.
- 7.03.3 Authority: This committee will prepare and review all proposed policy and bylaw changes, to confirm compliance with existing AAHA and USAH policies and rules, prior to submission to the AAHA Board for final consideration and vote.

Section 7.04 Nominations Committee

- 7.04.1 Purpose: To establish the slate of candidates for vacant Executive Committee positions.
- 7.04.2 Membership: This committee shall be comprised of the current Board Secretary and at least two other AAHA Board directors.
- 7.04.3 Authority: This committee will verify the eligibility of the proposed candidates and collect and distribute that information to the AAHA Board for voting purposes.

Section 7.05 Disciplinary Committee

- 7.05.1 Purpose: To impose disciplinary actions upon any USA Hockey member or Member Association within AAHA.
- 7.05.2 Membership: This committee will be led by the Chairperson and additional committee members will be comprised of at least (3) representatives from AAHA Member Associations. Additional committee members not affiliated with an AAHA Member Association may be appointed to this committee by the Chairperson.
- 7.05.3 Authority: This committee shall impose disciplinary action in the form of fines and/or suspensions as outlined by the rules of USA Hockey and AAHA. The Committee, through its Chairperson, is directly responsible to the AAHA Board of Directors in performing its functions.

Section 7.06 Player Development Committee

- 7.06.1 Purpose: To serve the AAHA membership by working to increase the skill of existing players in addition to promoting the growth of hockey within AAHA.
- 7.06.2 Membership: This committee shall be a subcommittee of the Hockey Operations Committee and shall be comprised of the Chairperson, a minimum of two (2) other AAHA Board directors, and a minimum of two (2) coaches as selected by the Chairperson.
- 7.06.3 Authority: This committee shall create an annual player development plan for Arizona that will then be presented to the hockey operations committee and ultimately approved by the AAHA Board of Directors. In addition, this committee shall create an instructional curriculum for the Arizona Player Development/Selection Camp(s).

Section 7.07 Hockey Operations Committee

- 7.07.1 Purpose: To organize and oversee competitive youth hockey for the State of Arizona and to encourage a continuing drive for the highest standards of excellence and sportsmanship in youth hockey play among AAHA Member Associations.
- 7.07.2 Membership: The Chairperson will be the current AAHA President. The Vice-Chairperson will be the current AAHA Vice President who will act as the secretary of this committee for

the purposes of compiling minutes and documenting meetings. Additionally, this committee shall include one Hockey Director representing each participating AAHA Member Association plus any additional representatives as determined by the Chairperson. Any Member Association that does not send a representative (or provide a proxy) to a committee meeting shall forfeit their right to protest any decisions made at that meeting. The committee shall hold a meeting in June of each year at which time all Member Associations will make a final declaration of their Tier I, Tier II and AZYHL teams. An annual meeting schedule shall also be established at said June meeting. Any changes or additions to the established schedule shall be communicated to all committee members.

- 7.07.3 Authority: The committee shall manage all matters concerning Tier I, Tier II, and the AZYHL.

Section 7.08 Girls/Female Hockey Committee

- 7.08.1 Purpose: To serve the AAHA membership by working to increase the skill of existing female players and also to increase the number of female players within AAHA.
- 7.08.2 Membership: This committee shall be comprised of a Chairperson together with other appointed members and volunteer members.
- 7.08.3 Authority: This committee shall create an annual female player development plan for Arizona that will then be presented to and approved by the AAHA Board of Directors. This committee will make recommendations to the AAHA Board for programs that benefit female hockey players.

Section 7.09 Adult Hockey Committee

- 7.09.1 Purpose: To serve the AAHA adult membership by working to increase the skill of existing adult players and also to increase the number of adult players within AAHA.
- 7.09.2 Membership: This committee shall be comprised of the AAHA Adult Hockey Director who serves as Chairperson and a representative from each USA Hockey sanctioned adult hockey program in Arizona.
- 7.09.3 Authority: This committee shall create an annual adult player development plan for Arizona that will then be presented to

and approved by the AAHA Board of Directors. This committee will make recommendations to the AAHA Board for programs that benefit adult hockey players.

Section 7.10 Coaching Development Committee

- 7.10.1 Purpose: To serve the AAHA coaches by creating programs that support the training and development of coaches of all levels throughout Arizona.
- 7.10.2 Membership: The AAHA Board will submit candidates to USA Hockey who shall then appoint a Coaching CEP Coordinator to lead this committee. This Coaching CEP Coordinator shall be responsible for choosing additional AAHA Board Directors together with coaching instructors for participation in this committee.
- 7.10.3 Authority: This committee will be in charge of coordinating, scheduling and conducting USA Hockey sanctioned Coaching Education Clinics along with other coaching educational programs as approved by AAHA.

Section 7.11 Tournament Committee

- 7.11.1 Purpose: To organize the annual tournaments for Tier I, Tier II, AZYHL and Arizona High School Hockey Association (AHSHA) together with periodic USA Hockey District and/or National tournaments held within the state of Arizona.
- 7.11.2 Membership: This committee shall be a subcommittee of the Hockey Operations Committee and shall be comprised of a Chairperson and representatives from the Tier I league, Tier II league, AZYHL and AHSHA for the purposes of planning, scheduling and executing the tournaments.
- 7.11.3 Authority: This committee will be in charge of the execution of the AAHA State Championships and any pre-seeding tournaments. This committee will report to the hockey operations committee and ultimately the AAHA Board with respect to submission of bids to host Rocky Mountain District or USA Hockey National tournaments and all other matters.

Section 7.12 Officials Committee

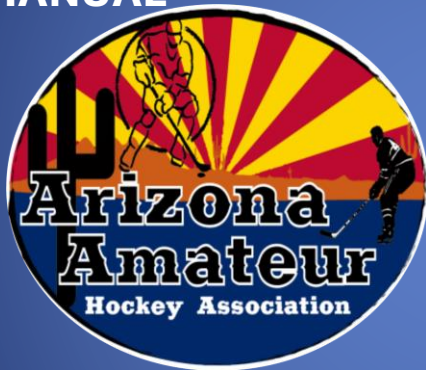
- 7.12.1 Purpose: To serve as a working group between Arizona Hockey Referees Association (AHRA) and the AAHA Board of directors.

- 7.12.2 Membership: This committee shall be comprised of a Chairperson in addition to a minimum of two (2) other AAHA Directors plus at least three (3) AHRA Directors.
- 7.12.3 Authority: This committee will make recommendations to the AAHA Board of directors.

2019

ARIZONA AMATEUR HOCKEY ASSOCIATION

POLICY & PROCEDURE MANUAL



**POLICY Spring 2019
PROPOSED CHANGES**

Arizona Amateur Hockey Association Policy and Procedure Manual

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All highlighted text represents policy changes made since Fall 2017

1. Jurisdiction
 - 1.1 The rules and regulations set forth herein apply to all:
 - 1.1.1 Players and teams registered with USA Hockey through the Arizona Amateur Hockey Organization Inc. (AAHA)
 - 1.1.2 Players, Coaches, team officials, on-ice and off-ice officials, and volunteers and/or anyone associated with USA Hockey Registered teams.
2. Governance
 - 2.1 Subject to its affiliation agreement with USA Hockey, AAHA shall have the authority to govern amateur hockey with respect to any matter specified by USA Hockey as requiring a decision of action by an affiliate or matters concerning more than one Member Association. Subject to its Member Associations Agreement with AAHA, the bylaws, rules and regulations of USA Hockey, and the Bylaws, rules and Policies of Member Associations in good standing shall have the authority to govern amateur hockey with respect to any matter concerning any:
 - 2.1.1 Players and teams registered with USA Hockey through such Member Associations.
 - 2.1.2 Players, coaches, team officials, on-ice and off-ice officials, volunteers and/or anyone associated with any such team, or
 - 2.1.3 Member in such Member Association.
3. Policy Maintenance
 - 3.1 AAHA policies must adhere to the following guidelines.
 - 3.1.1 Simplified English will be used.
 - 3.1.2 Each policy should address only one issue.
 - 3.1.3 Personal opinions or editorializing do not belong in policies. Policies should be interpreted with the intent to achieve the core values of USA Hockey.
 - 3.1.4 On an annual basis, AAHA will form a committee to review the existing policies. ~~The committee will bring the recommendations to the Board of Directors for approval at a Board Meeting to be designated by the Board.~~ Any and all Policy and Bylaw revisions must be presented in writing to the Policy Committee prior to ~~December~~ **January 15th** of every calendar year to fall within the Policy-Bylaw Change Process. As part of this established process, the Committee will then review all proposed revisions and present them to the Executive Committee and Board for review no later than the February Board meeting. Proposed revisions would then be eligible for Board vote at the March Board meeting. Policy and/or Bylaw revisions approved at the March Board meeting would be implemented in the upcoming hockey season. Any revisions proposed after the ~~December~~ **January 15th** deadline will need approval from 2/3 of the ~~voting~~ Board to be considered outside of this established Policy-Bylaw Change Process. All **proposed** changes must include the original policy as well as the suggested changes. Changes will be reviewed at a regular scheduled meeting of the AAHA Board and voted on at the next scheduled AAHA Board meeting.
 - 3.1.5 Any Director in good standing may request the creation of an AAHA policy of modification to an existing AAHA policy. Any Director of AAHA ~~B~~board will submit their request in writing (to the Chair of the Policy Committee) for initial review by the Policy and Executive ~~Committees at their next~~

~~scheduled meeting as outlined in 3.1.4 above. The recommendations from these committees will then be forwarded to the Board of Directors which will review the recommendations during the next scheduled AAHA Board meeting. The Policy revisions will then be voted on at the following AAHA Board meeting.~~

4. Safety

4.1 Background Screening/SafeSport

It is **MANDATORY** that the AAHA Board of Directors and all AAHA Member Associations have all "Member Association's Persons" complete a background screening application. The background screening application shall be coordinated through the AAHA Background Screening Coordinator who shall submit the application to the licensed Background Screening Company retained by the AAHA Board of Directors to perform such screening. **The application shall be submitted prior to the applicant becoming involved with the Member Association.** Each passing/cleared background screen shall be valid for a period of two (2) years. All such persons found to NOT be in compliance with AAHA and USAH policy will be suspended from all USAH sanctioned events until rectified. Anyone found violating the suspension will result in the Association being fined \$500 per incident. After the first incident, the Association will be placed on Not-In-Good-Standing status with the AAHA Board of Directors.

4.1.1 For the purposes of this policy, "Member Association's Persons" shall include all members of the Board of Directors, all Coaches, all Managers, all on-ice and off-ice officials, all Member Association employees, full or part-time, and such other persons as the AAHA Board of Directors and/or USAH may designate as necessary or appropriate. The cost of the background screening of these "Member Association's Persons" shall be paid by AAHA.

1. Member Associations requiring or requesting background screening for any parent or other volunteer, not defined as a "Member Association's Person", who may have access to locker rooms or who may assist with any other team function shall make the request to the AAHA Background Screening Coordinator via email. The request shall include the person's name and USA Hockey's registration number (Volunteer Registration) and a description of the duties the applicant may be expected to perform.
2. In every instance, only those people that have registered with USAH shall be eligible for Background Screening through the AAHA. Individuals not registered as either a coach or on-ice official shall register as a 'Volunteer' prior to being eligible for background screening.
3. The Member Association requesting the background screening of any non-"Member Association's Person" shall be invoiced for all costs associated with the requested background screening once completed, whether approval or denied.

4.1.2 The Background Screening Coordinator shall have full authority and over-sight of the background screening process and shall be charged

with establishing consistency and integrity to the background screening process.

1. The Background Screening Coordinator shall serve a two (2) year term. If the position is vacated, the AAHA President shall appoint a replacement within thirty (30) days to complete the original term subject to the approval of the AAHA Board of Directors. The Background Screening Coordinator is not required to be a voting member of the AAHA Board of Directors but is required to be background screened.

4.1.3 The Background Screening Coordinator shall review and make a determination on any positive ('hits') return of a Background Screening application.

1. The Background Screening Coordinator shall be keenly aware of offenses identified in the latest edition of USA Hockey's Annual Guide "Screening and Background Check Program: section and shall follow said guidelines pertaining to the results that are received based on individual background checks.
2. The Background Screening Coordinator may, as deemed necessary and appropriate, request additional information from the applicant and deny the application pending review of any subsequent request.

4.1.4 Applicants reviewed by the Background Screening Coordinator deemed to be inappropriate for any AAHA sanctioned activity shall be considered 'Denied'. The applicant and the Member Association shall be notified by the Background Screening Coordinator.

1. Applicants 'Denied' by the Background Screening Coordinator may appeal that decision to the AAHA Executive Committee.
2. The 'Appeal' shall be submitted within 15 calendar days of the denial notification and must be in writing expressing the specific reasoning the decision should be reconsidered by the AAHA Executive Committee. Any Background Screening Coordinator decision in which an appeal is not received within the 15 calendar days shall be considered final and no subsequent appeal will be considered.
3. The Appeal shall be submitted via email to the AAHA Secretary who will be responsible for communicating the appeal notice to the Executive Committee and scheduling a hearing with the Executive Committee and the applicant.
4. The Executive Committee shall establish a reasonable hearing location and time, but in no case more than 15 calendar days from the receipt of the Appeal.
5. The applicant may bring a representative to the hearing who can provide direct and specific information to assist the applicant as it relates to the specific 'hit' related to the denial of the application.
6. The Executive Committee may at their discretion go to Executive Session to discuss matters in which the applicant and representative will be excused from the hearing pending the end of the Executive Session.
7. The Executive Committee shall upon a final vote of the members

- advise the applicant of the decision regarding the application for the Background Screening.
8. The AAHA Secretary shall prepare a written notice to the applicant confirming the decision of the Executive Committee.
 9. All information discussed, presented or otherwise revealed in the course of the hearing shall be considered confidential with all parties involved, to the extent possible, with emphasis and encouragement to everyone to refrain from discussing the basis for the hearing or the result.
 10. Applicants may appeal to the AAHA Board of Directors.
- 4.1.5 Applicants 'Denied' for AAHA activities may reapply after one calendar year of the denial or unless specified otherwise by the Executive Committee.
 - 4.1.6 Applicants reviewed by the Background Screening Coordinator and deemed to be appropriate for AAHA activities shall have that decision documented on the vendor provided section for 'Notes' for future and historical purposes.
 - 4.1.7 A Member Association may have a more restrictive screening policy than the AAHA/USA Hockey Screening policy and shall provide that information in written format to the Background Screening Coordinator for inclusion in any decision process of any members to be screened for that Association.
 - 4.1.8 Each member Association shall be responsible for reviewing the AAHA website where 'cleared' applicants are recorded for any of their members who have not completed the background screening and ensure that those individuals are contacted and advised of the need to complete the screening prior to any involvement with the selected Association.
 - 4.1.9 Any Member Association that becomes aware of any potential change to the cleared status of a "Member Association's Person" shall have the obligation and responsibility to advise the AAHA Background Screening Coordinator for the need of a new Background Screening review.
 - 4.1.10 Each Affiliate shall submit its screening policy and plan to USA Hockey each year for approval by the USA Hockey SafeSport Program Committee. The submission shall include without limitation the positions to be screened, the criteria to be searched, screening vendor to be used, databases to be checked (and if different databases for different personnel, shall specify those differences), the means of Affiliate enforcement to ensure screens are completed before access, and the means by which the Affiliate handles any "hits" and any appeals from a denial of eligibility, as well as such other information as is necessary to demonstrate compliance with this policy.
 - 4.1.11 When required, each Affiliate shall submit a report for the just completed playing season that identifies the number of screens completed in each category of screened individuals to USA Hockey.
 - 4.1.12 Each Affiliate shall promptly report to USA Hockey in writing (to the attention of the USA Hockey Executive Director and to the USA Hockey Vice President and Legal Counsel Chairperson) the full name and

identifying information for any individual that has been denied eligibility for employment or a volunteer position based on that person not consenting to be screened, not passing a background screen or the existence of other information that makes a person ineligible. USA Hockey shall create a database of such ineligible persons and the appropriate Affiliate shall be notified of any attempted registration by a person that has previously been denied eligibility for employment of a volunteer position.

4.1.13 The AAHA Board President will appoint a SafeSport Coordinator to be approved by the AAHA Board of Directors. The SafeSport Coordinator will administer and ensure compliance with all USA Hockey SafeSport policies.

4.1.14 All persons requiring background screening as outlined in 4.1 and 4.2 of this policy must provide proof of completion of the USA Hockey SafeSport program as required by USA Hockey. All such persons found to NOT be in compliance with AAHA and USAH policy will be suspended from all USAH sanctioned events until rectified. Anyone found violating the suspension will result in the Association being fined \$500 per incident. After the first incident, the Association will be placed on Not-In-Good-Standing status with the AAHA Board of Directors.

4.2 Sports Concussion Management

A sports concussion management program must be incorporated within each member association and must follow the USA Hockey's program which is available at usahockey.com/safetyconcussion. In addition to the minimum concussion protocol to be followed by all USA Hockey programs and AAHA member associations the following protocol will also be followed:

4.2.1 All players, parents and coaches are required to sign the concussion protocol acknowledgement forms provided by AAHA at the start of every season. These forms will be included in the Manager's book for the entire season. Immediately upon request of the AAHA Board or their designee, any manager will be required to show proof of all signed acknowledgement forms.

Commented [SK1]: September 2017

4.2.2 All injured players will be required to have a QUALIFIED medical professional complete the AAHA-provided Concussion Evaluation and Return to Play Protocol form. The parent must electronically transmit a copy of the completed form to concussion@azamateurhockey.org prior to returning to play.

Commented [SK2]: September 2017 and again August 2018

4.3 Helmet Rule – Coaches/Instructors

4.3.1 All ice hockey coaches and instructors of registered USA Hockey Youth 18 & Under and below, high school, girls/womens 19 & under and below, and disabled programs are required to properly wear an H.E.C.C approved ice hockey helmet during all on-ice sessions, including

practices, controlled scrimmages and all Coaching Education Program clinics and/or workshops.

- 4.3.2 Failure to comply with the Helmet Rule will result in the following;
1. First offense – 30 day suspension from all activities involving USA Hockey registered programs.
 2. Second offense in same playing season – The coach will appear before the AAHA Disciplinary Committee and is subject to **additional discipline that may include** a suspension of up to one calendar year.

- 4.3.3 It is noted that current NHL players will “crash” youth hockey practices during the playing season. The NHL players participate in the practice with the youth players assisting the coaches and demonstrating various skills and drills. It is recognized that the NHL players are not registered USA Hockey Coaches and technically are not required to wear helmets as per the USA Hockey and AAHA rule. However, USA Hockey and the AAHA families strongly encourage the NHL players who may “crash” the practices to follow the accepted rule of wearing a helmet.

Commented [SK3]: August 2018

5. Discipline

- 5.1 Disciplinary Committee – The AAHA Board of Directors shall annually appoint one (1) AAHA Disciplinary Committee (DC). They will operate in Phoenix, Arizona to be chaired by the AAHA appointed Chair. The Committee, through its Chair, is directly responsible to the Board of Directors of AAHA in performing its functions. The DC will be comprised of no less than members of 5 affiliated clubs. It is advisable to have additional members without club affiliations.

- 5.1.1 DC decisions may be made by as few as three (3) of the members if there are abstentions, absences, or conflicts of interest. DC actions and decisions are based on a simple majority vote. In situations in which a tie vote is possible, a vote by the chair will be reserved and occur only as a tie-breaker. The Chair may note conflict of interest or appearance of conflict of interest and excuse him/herself or request another members of the committee to excuse him/herself from the proceedings in which the conflicts or appearance of conflict is thought to occur. The chair, as necessary to compensate for abstaining or absent members and conflict of interest exclusions for the time being, will appoint members. The Vice-Chair will serve as Chair should the appointed Chair be absent, or in a conflict situation. The DC will notify the Association to which the player(s) belong in writing **via email** of the action taken by the DC **within three (3) business days after the meeting. ~~as soon as possible after the hearing.~~**

- 5.1.2 The general business of the DC is to be conducted in open session; general business conduct by telephonic communications is to be available to the public upon request. Any hearing involving a discipline or other similar action of a confidential or quasi-confidential or personal nature shall be conducted in a closed session with those present being members of the DC and:

1. The person against whom an action is being considered (including a parent or designated guardian and/or coach for players); and/or

2. Designated representative(s) of the team or AAHA affiliate against whom an action is directed: and/or
 3. The aggrieved people, including parents or designated guardians and/or coach for players, team or affiliate involved: and/or
 4. Individuals providing testimony in such proceeding shall appear in the proceeding alone, and be excused after providing testimony. Any discovery or allegation by an individual shall be presented in writing to the DC. Accusations in writing must be presented 48 hours following the incident with sources of the accusation identified in documentation. The Chair will only enter evidence and testimony into the record if sources are identified and content deemed pertinent to the Hearing. The Chair may accept documentation at a later date based on hearing schedule and discovery.
- 5.1.3 The deliberations of the DC in session will be duly recorded and a written copy of same will be provided to the AAHA President no later than the next regular meeting of the AAHA Board of Directors.
- 5.1.4 USA Hockey rules notwithstanding, AAHA has determined that the running of the 30-day time limit for holding a required hearing shall commence upon a receipt by the appropriate DC of the officially transmitted written incident report. An official hearing may occur after the expiration of the 30-day time frame for the convenience of the DC and/or penalized individual so long as the initial scheduling occurs within the stated 30-day time frame.
- 5.1.5 Committee actions can be initiated by:
1. Notice to the chair of an infraction of USAH or AAHA rules that require match penalty, by a referee or an appropriate designated tournament official, in writing, or verbally followed by an annotated score sheet or other appropriate written notice
 2. A request from the AAHA President
- 5.1.6 The DC will respond/act on any such notification at its next regularly scheduled meeting or as soon thereafter as all pertinent materials and persons involved in the issue at hand can be assembled.
- 5.1.7 Scheduled meetings of the Committee: It is anticipated that the Committee will not need to have a regularly posted schedule for hearings on match penalties. Even though the rules of USA Hockey provide a thirty (30) day window for scheduling hearings, the Committee will make every attempt to schedule the hearing in a timely manner. In most cases when a match penalty occurs, a hearing will be scheduled within fourteen (14) days of when the match penalty is reported to the Disciplinary Chair. The AAHA President, Board of Directors, or Chair may call an ad hoc meeting for specific issues at any other time during the full calendar year. **Committee Members may participate in person or via telephonic/electronic means to ensure the quorum stated in 5.1.1 is met.**
- 5.1.8 Appeal Procedures – Any person or team that considers himself/herself aggrieved by sanctions imposed by the DC may appeal that decision to

Commented [SK4]: October 2017

the AAHA Board of Directors. The AAHA President must receive written appeals of a decision or action of the DC within fifteen (15) days of notification of the decision of the DC (or on Monday following the fifteenth (15th) day if that day is Friday) for consideration. Such appeal must be accompanied by all written documentation from the original proceeding. The AAHA Executive Committee will determine whether the appeal will be presented to the Appeal Committee (made up of three disinterested Directors on the AAHA Board) and/or the full Board for reconsideration, and will be responsible for all appeal proceedings and actions. The Appeal Committee shall render its decision within a reasonable period thereafter. A check or money order in the amount of \$250 shall accompany the appeal. Check or money order is to be made out to AAHA.

Commented [SK5]: October 2018

5.1.9 DC actions and decisions will be based on USA Hockey published rules and regulations, AAHA Hockey rules and regulations, specific tournament rules and regulations, and generally accepted policies for implementation of all such rules and regulations.

Commented [SK6]: January 2018 and further clarification last three sentences August 2018

5.1.10 Penalties imposed by the Appeal Committee may affirm the original penalty imposed by a game official, or may be additional to that penalty at the discretion of the Appeal Committee.

Commented [SK7]: January 2018

5.1.11 A person or team that wins their appeal will be refunded the \$250 appeal fee.

5.2 Penalty Enforcement

5.2.1 The member clubs, teams, coaches and other team officials are responsible for ensuring that all game misconducts incurred are served at the next game in accordance with USA Hockey and if applicable, league or tournament rules. This includes any games that are played outside the AAHA boundaries.

5.2.2 Match Penalties – Match penalties shall be reported by the referee in a written report to the Local Area Officiating Supervisor who shall report to the Referee-In-Chief, AAHA President, and to the AAHA Disciplinary Committee (DC). Any player or team official receiving such a penalty shall be suspended from any further USA Hockey sanctioned games or practices until the AAHA DC determines the appropriate penalty disposition for the infraction.

5.2.3 All match penalties must be referred to the AAHA DC for referral and advice. In no circumstances will the penalized player/coach be allowed on the ice, on the bench, in the locker room, or to practice with the team during the suspension period. Therefore, any suspension will be “total” during the suspension period. All associations should advise their coaching staffs of USA Hockey playing rule 405C, the circumvention of which will be dealt with severely by the AAHA DC.

The chart below is a guideline only for the committee when deciding what suspensions to assess.

Rule	Infraction	No of Months	No of Games
601(f)(1)	Attempt to injure official	6-12 Note 1	N/A
601(f)(2)	Attempt to injure Team Official	6-12 Notes 1,2	N/A
601(f)(3)	Conduct detrimental to the game	1-3 Notes 1,2	3-10 Notes 1,2
602(a)	Attempt to injure an opponent	1-2 Notes 1,2	3-10 Notes 1,2
602(a)	Deliberate injury to an opponent	1-4 Notes 1,2	5-10 Notes 1,2
603 (c)	Boarding	1-4 Notes 1,2	5-10 Notes 1,2
606(b)	Butt Ending	1-4 Notes 1,2	3-10 Notes 1,2
607 (e)	Charging	1-2 Notes 1,2	3-10 Notes 1,2
608(c)	Checking from Behind	1-4 Notes 1,2	3-10 Notes 1,2
615(c)	Deliberately removing helmet during altercation	1-2 Notes 1,2	3-10 Notes 1,2
619(b)	Head Butting (602a)	1-2 Notes 1,2	5-12 Notes 1,2
620(c)	Head Contact (602a)	1-2 Notes 1,2	5-12 Notes 1,2
622(c)	Holding/Grabbing Facemask (602a)	1-2 Notes 1,2	3-10 Notes 1,2
627(b)	Kicking an opponent	1-4 Notes 1,2	5-12 Notes 1,2
633(a)(b)	Coaches refusing to start play or come on ice	1-3 Notes 1,2	5-10 Notes 1,2
634(c)	Slashing/swing stick during altercation (602a)	1-3 Notes 1,2	3-12 Notes 1,2
635(b)	Spearing (603a)	1-2 Notes 1,2	3-10 Notes 1,2
End of Year	Any Match Penalty that is not successfully appealed that cannot be served in its entirety in the hockey season (August 1-July 31) in which it was assessed will carry forward to the following season for completion or implementation regardless of any change in USA affiliate by the penalized player		
Note 1	One (1) year probation beginning at date of infraction		
Note 2	Credit is awarded for time served		
Other	Hearing will be heard after proper notification, with or without the presences of the accused. If requested by the committee, referee attendance is mandatory. However, every effort will be made to resolve the issue based on the referee's statement.		

6. Bullying and Cyberbullying

- 6.1 All players, coaches and staff participating in AAHA programs have the right to safe and secure athletic programs. It is the intent of AAHA to provide all participants with an equitable opportunity to their hockey programs. To that end, AAHA has a significant interest in providing a safe, orderly, and respectful environment that is conducive to mutual respect and sportsmanship to promote both player and team development.
- 6.2 Bullying is detrimental to the athletic environment and player development and erodes individual and team morale. It interferes with the mission of AAHA to develop and improve both the player's and team experience and disrupts what should be a positive athletic experience based on fair play and sportsmanship. Bullying affects not only players or staff who are targets but also those who participate and witness such behavior. These behaviors must be addressed to ensure player safety and to promote an inclusive, positive hockey program.
- 6.3 It is not AAHA's intent to prohibit players from expressing their ideas, including ideas

that may offend the sensibilities of others, or from engaging in civil debate. However, AAHA does not condone and will take action in response to conduct that interferes with players' opportunity to participate and positively grow as both an individual and athlete in the various AAHA member associations and programs.

6.4 Prohibited Behavior

The following behaviors are prohibited:

1. Bullying;
2. Cyberbullying;
3. Harassment and Sexual Harassment;
4. Retaliation against those reporting such defined behaviors; and
5. Knowing and false accusations of bullying behavior

Any person who engages in any of these prohibited behaviors that constitutes bullying shall be subject to consequences.

6.5 Bullying and Cyberbullying Defined

6.5.1 "Bullying" includes, but is not limited to, a written, oral or electronic expressions or a physical act or gesture or any combination thereof directed at a player or players that:

1. Has, or a reasonable person would expect it to have, the effect of:
(a) Physically harming a player or damaging a player's equipment or property; or (b) Placing a player in reasonable fear of physical harm or damage to the player's equipment or property.
2. Interferes with the rights of a player by: (a) Creating an intimidating or hostile athletic environment for the player; or (b) Interfering with the player's athletic performance or ability to participate in or benefit from their team activities or athletic opportunities provided by the team; OR
3. Is based on a player's actual or perceived race, color, national origin, ancestry, religion, physical or mental disability, gender, sexual orientation, or any other distinguishing characteristic, or is based on a player's association with a person with one or more of these actual or perceived characteristics, and that has the effect described in subparagraph 1 or 2 above.

6.5.2 Examples of conduct that may constitute bullying include, but are not limited to:

1. Repeated or pervasive taunting, name-calling, belittling, mocking, put-downs, or demeaning humor;
2. Behavior that is intended to harm someone by damaging or manipulating his or her relationships with others, including but not limited to gossip, spreading rumors, and social exclusion;
3. Non-verbal threats and/or intimidations such as use of aggressive, menacing or disrespectful gestures;
4. Threats of harm to a player, to his/her possessions, or to other individuals, whether transmitted verbally or in writing;
5. Blackmail, extortion, demands for protection money, or involuntary loans or donations;
6. Blocking access to team or related hockey facilities;
7. Stealing or hiding hockey equipment, gear bags, clothing or other

- possessions;
8. Stalking; and
9. Physical contact or injury to another person or his/her property.
- 6.5.3 "Cyberbullying" means bullying through the use of technology or any electronic communication, including, but not limited to, a transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted by the use of any electronic device, including, but not limited to, a computer, telephone, cellular telephone, text messaging device and personal digital assistant.
- 6.5.4 Examples of conduct that may constitute cyberbullying include, but are not limited to:
1. Posting slurs or rumors or displaying any defamatory, inaccurate, disparaging, violent, abusive, profane, or sexually oriented material about a player or team staff member on a website or other online application;
 2. Posting misleading or fake photographs or digital video footage of a player or team staff member on websites or creating fake websites or social networking profiles in the guise of posing as the target;
 3. Impersonating or representing another player or staff member through use of that other person's electronic device or account to send email, text messages, instant messages (IM), "posts", or phone calls;
 4. Sending email, text messages, IM or leaving voice mail messages that are mean or threatening, or so numerous as to bombard the target's email account, IM account, or cell phone; and
 5. Using a camera phone or digital video camera to take and/or send embarrassing or "sexting" photographs of other players or team staff.
- 6.5.5 "Retaliation" means an act or gesture against a player for asserting or alleging an act of bullying. "Retaliation" also includes reporting an act of bullying when it is not made in good faith.
- 6.6 Application of Policy
- 6.6.1 This policy applies to any player, team staff, coach, or AAHA volunteer who engages in conduct that constitutes bullying or retaliation, all of whom have the responsibility to comply with this policy.
- 6.6.2 This policy applies to bullying that:
1. Takes place at any AAHA event, including team practices and games, and team transportation and lodging, at the AAHA member association, meaning: an ice rink or other facility used for team events;
 2. Takes place while players and team staff are being transported to or from an AAHA or team-sponsored game or event;
 3. Takes place at an AAHA or team sponsored event, activity, function, program, instruction or training; or
 4. Takes place elsewhere or through the use of technology, but only if the bullying also infringes on the rights of others as set forth in this

policy's definition of bullying.

6.7 Reporting

- 6.7.1 Bullying or suspected bullying is reportable in person or in writing (including anonymously) to team, Member Association, or AAHA personnel.
- 6.7.2 Players or team staff who have been bullied or are aware of incidents of bullying are strongly encouraged to report this behavior to a coach, Member Association, or AAHA.
- 6.7.3 Parents and other adults who are aware of incidents of bullying are encouraged to report this behavior to a team staff member, coach, Member Association, or AAHA.
- 6.7.4 Acts of reprisal or retaliation against any person who reports an incident of bullying are prohibited. Any player who is determined to have falsely accused another of bullying shall be subject to disciplinary consequences.

6.8 Responding

The team administration or AAHA through the Disciplinary Committee (DC) will:

- 6.8.1 Promptly investigate and respond to allegations of bullying behavior;
- 6.8.2 Keep written documentation of all allegations of bullying behavior and outcomes of the investigations, and report substantiated incidents to AAHA;
- 6.8.3 Apply disciplinary actions, which may include but are not limited to, imposing a series of graduated consequences that include alternative discipline. In determining the appropriate response to players who engage in bullying behavior, team administrators and AAHA should consider the type of behaviors, the frequency and/or pattern of behaviors, and other relevant circumstances. Alternative discipline includes, but is not limited to:
 - 1. Meeting with the player and the player's parents;
 - 2. Reflective activities, such as requiring the player to write an essay about the player's misbehavior;
 - 3. Mediation, but only when there is mutual conflict between peers, rather than on-way negative behavior, and both parties voluntarily choose this option;
 - 4. Counseling;
 - 5. Anger management;
 - 6. Health counseling or intervention;
 - 7. Mental health counseling;
 - 8. Participation in skills building and resolution activities, such as social-emotional cognitive skills building, resolution circles and restorative conferencing;
 - 9. Community service; and
 - 10. Game detention or suspension.
- 6.8.4 Remediate any substantiated incident of bullying to counter the negative impact of the bullying and reduce the risk of future bullying incidents, which may include referring the victim, perpetrator or other involved persons to counseling or other appropriate services; and

6.8.5 Communicate to the parent of a player who has been bullied the measures being taken to ensure the safety of the player who has been bullied and to prevent further acts of bullying

7. Player Registration – Youth/Girls/Adult except for Junior

- 7.1 All players in all Member Associations shall be registered at the age classification applicable in accordance with the most current USA Hockey guidelines.
- 7.2 Players shall register online in accordance with the procedures prescribed by USA Hockey.
- 7.3 All players who are claimed through a Member Association shall be considered members of that Member Association.

8. Player Eligibility

8.1 No player shall be rostered on any team or participate in any practice or game until he or she has registered with USA Hockey for the current season.

8.2 No player will be rostered with any Member Association if that player or his/her parent(s) remain indebted to any other AAHA Member Association and are delinquent with respect to any financial obligation. AAHA will maintain a list of Affiliate players who have not timely satisfied their financial obligations, irrespective of whether the obligation is owed by the player or his/her parent(s), to a Member Association or one of its teams. This list will be referred to as the "Delinquent Player List" (DPL).

Commented [SK8]: Section 8 changes approved 2-11-19

8.2.1 Member Associations may add players to the DPL at any time during the current playing season by submitting the following documentation to the AAHA Executive Committee:

- a. Player name
- b. Date of Birth
- c. Contact information of the player being added
- d. Copy of signed Association contract or documentation evidencing the debt owed
- e. Dollar amount owed to Association
- f. Description of collection attempts/timeline and an explanation of the nature of the delinquency.

8.3 Upon submittal by a Member Association, the AAHA Executive Committee will conduct a review to ensure that the information and documentation required by 8.2.1 has been provided such that the submission is complete.

- 8.3.1 If all required information and documentation has been submitted to the Executive Committee, the player shall be added to the DPL once the submittal is accepted pursuant to 8.3.3.
- 8.3.2 If required information or documentation is found to be missing, the submittal will be returned to the submitting Member Association with a clear description of what is missing. The Member Association may cure the deficiency and resubmit to the Executive Committee for acceptance and placement of the player on the DPL.
- 8.3.3 Once the Executive Committee has received a complete submission, meaning that all information and documentation required by 8.2.1 has been provided by a submitting Member Association, the submission shall be deemed accepted and the subject player/parent(s) shall be presumed to be delinquent with respect to the financial obligation identified in the submittal. However, in the event that the Executive Committee determines that the submission is incomplete due to a failure to provide the required information and documentation, the submitting Member Association shall be immediately notified that the submittal will not be accepted until the deficiency has been cured. Once cured, the submission shall be accepted and the presumption of delinquency shall then apply. A submitting Member Association shall be liberally granted reasonable opportunities to cure any deficiencies in its submittal. Only that information and documentation required to be submitted pursuant to 8.2.1 will be required of any submitting Member Association and the Executive Committee shall not require any additional information or documentation other than as required by 8.2.1 as a condition of acceptance. The presumption of delinquency is rebuttable on appeal as prescribed herein.
- 8.4 Players added to the DPL may not participate in any activities for any team or Member Association (including the Association that caused the player to be placed on the DPL) until: (1) the involved financial obligation(s) is/are satisfied and the Executive Committee is notified by the involved Member Association to remove the player from the DPL; or (2) the player/parent(s) have successfully appealed or have secured a judgment or other final and binding legal determination establishing that no delinquent financial obligation exists.
- 8.5 Any player that has been listed on the Delinquent Player List and desires to move to another AAHA Member Association is required to obtain a full unconditional release from the Member Association to which money is owed.
- 8.6 Any player not listed on the DPL will be assumed to be in good financial standing and eligible for all USA Hockey activities.

- 8.7 The Arizona Amateur Hockey Association (AAHA) assumes no responsibility for contractual and/or financial agreements entered into between the players, their families, and each individual Association within the Affiliate. Responsibility at all times remain with the contracting parties.
- 8.8 Players/Parents wishing to appeal the addition of a player to the DPL may request an appeal hearing before the AAHA Executive Committee by sending a written request for an appeal hearing to the President of AAHA. The AAHA President shall schedule an appeal review within fourteen (14) calendar days of receiving the request. At such hearing, the appealing player/parent(s) shall have the burden of rebutting the presumption of delinquency by establishing that a good faith and reasonable dispute exists as to whether the involved debt is either owed or is in a delinquent status. Should the Executive Committee determine that such a good faith and reasonable dispute exists, the player shall be removed from the DPL and the contracting parties will be left to adjudicate the dispute as they so choose. The Executive Committee will not make a determination as to the legitimacy of the debt or delinquency, but only whether a good faith and reasonable dispute exists concerning same. No player shall be maintained on the DPL whereas such a dispute is found to exist. No player shall be maintained on the DPL while an appeal, either pursuant to this section or 8.9, is pending. However, during the pendency of an appeal by a player/parent(s) the involved Member Association will not be required to issue an unconditional release.
- 8.9 Players/Parents wishing to appeal the decision of the AAHA Executive Committee can request an appeal hearing before the entire AAHA Board. A written request for an appeal hearing shall be sent to the AAHA President fourteen (14) days prior to the next scheduled AAHA Board Meeting. The AAHA Board shall place the appeal hearing on the AAHA Board Meeting Agenda at their next scheduled meeting. The appealing player/parent(s) shall have the same burden as prescribed by 8.8.
- 8.10 A Member Association wishing to appeal a decision of the AAHA Executive Committee can request an appeal hearing before the entire AAHA Board. A written request for an appeal hearing shall be sent to the AAHA President fourteen (14) days prior to the next scheduled AAHA Board Meeting. The AAHA Board shall place the appeal hearing on the AAHA Board Meeting Agenda at their next scheduled meeting. The appealing Member Association shall have the burden of establishing that no good faith and reasonable dispute exists concerning the identified delinquency such that the player should be returned to the DPL.
- 8.11 The DPL will only be accessible to the Executive Committee and Association Registrars.
- 8.12 No Member Association shall allow a player (who is listed on the DPL) to sign an AAHA Commitment Letter for said Member Association and/or otherwise participate on a team from said Member Association without proper release from the prior Member Association that caused the player to be placed on the DPL, or until the player has otherwise been removed from the DPL. Any Member Association in

violation of this rule will be referred to the AAHA Disciplinary Committee for action which may include disciplinary action and/or a fine of up to \$1000 per violation.

9. Player Commitment and Release Letters

9.1 The AAHA Board will provide AAHA Commitment letters and Release letters for use by Players, Parents and Associations for all AAHA Registered Tier I (AAA), Tier II (AA) Travel teams, ~~A House/Rec~~ and ~~B House/Rec-Travel~~ teams.

Commented [SK9]: November 2018

9.1.1 The AAHA Commitment Letter commits a specific Member Association and a specific Team to a specific player and further, the specific player to a specific Member Association and a specific Team for one playing season.

9.1.2 The commitment letter shall not be viewed as part of, or party to any contract or financial agreement required of players by individual Associations.

9.1.3 The commitment shall expire at the conclusion of the USA Hockey National Tournament for Tier rostered players and at the conclusion of the AAHA State Championships for House/Rec rostered players.

9.1.4 All players are required to sign AAHA's Electronic Commitment Letter for their respective Association in order to participate on that team as defined earlier in this paragraph.

9.1.5 In the event that a Member Association does not sign the minimum number of players (House/Rec: 11 players or as noted in 10.9.7, Tier II: 14 players or as noted in 13.3.3.3.e, Tier I: 15 players or as noted in 13.2.4.3.d) to field the team that the player signed an AAHA Commitment Letter to play for, then the Member Association must offer the player(s) the option of being unconditionally released from their AAHA ~~Letter of~~ Commitment ~~Letter~~ and receiving a refund of any monies paid to the Member Association, other than tryout fees, or offer the player(s) the option of signing with another team within that Member Association in lieu of an unconditional release.

9.1.6 The AAHA Commitment Letter shall be signed electronically by the custodial parent(s) or legal guardian of any player under the legal age of 18 or by the player if they are of legal age AND by an agent authorized by the Member Association to make commitments on behalf of the Member Association.

9.2 Commitment Letters are an electronic process that may not be offered or signed prior

to the AAHA established tryout dates for each travel level of each playing year. Any team within a Member Association shall have no more than eighteen (18) skaters and twenty (20) total rostered players, including goalies, signed to AAHA Commitment Letters at any given time.

Upon electronic completion of the AAHA Commitment Letter, the state will compile a list of all completed electronic Commitment Letters and provide a list of such to Member Association Registrars showing their committed players.

- 9.3 Each Member Association shall be responsible for providing an electronic list of all players by team to the AAHA President or designee for posting to the AAHA website on or before August 1st.
- 9.4 Players/Parents may only be committed to one Member Association (through completion of the AAHA Commitment Letter) at a time. There are two exceptions to this rule whereby players may be committed to more than one Member Association: 1) Girls – as allowed by the USA Hockey Annual Guide and 2) Players playing in Arizona high school hockey and house leagues.
- 9.5 After the Commitment letter is signed by all the parties, a player may move to another Member Association prior to the completion of USA Hockey's National Tournament only by obtaining a signed AAHA Release Letter, completed by the Player/Parent and obtain an "approval to be released" signature from the Member Association to which the Player/Parent previously committed. The Member Association to which the Player/Parent is requesting the release from shall respond to the AAHA Release Letter request within fourteen (14) calendar days from receiving the request.
- 9.6 The Player/Parent shall present the fully executed AAHA Release letter to any different Member Association prior to participating in any tryout(s), practice(s), or game(s) with any different Member Association. A copy of the AAHA Release Letter must be sent via email to the AAHA President and AAHA State Registrar in order to update the team roster thereby finalizing the release process.
- 9.7 If the AAHA Release Letter request is not approved by the original Member Association, the Player may not participate in any tryout(s), practice(s), or game(s) with any different Member Association until an approved AAHA Release Letter can be obtained from the original Member Association.
- 9.8 A Player/Parent wishing to appeal a denial of release may request an appeal hearing before the AAHA Executive Committee by a written request for an appeal hearing

along with a copy of the denial Release request to the President of AAHA. The AAHA President shall schedule an appeal review within fourteen (14) calendar days of receiving the request.

9.9 The AAHA Commitment Letter is wholly unrelated and independent of a Member Association's requirements, if any, of the Player/Parent to sign any specific Member Association contract(s) including but not limited to a financial commitment contract other than as noted in 9.1 above.

Commented [SK10]: Finetuning language January 2019

9.10 As the AAHA Commitment Letter is wholly unrelated and independent of any financial obligation or contract entered into between an individual Member Association and a player/parent(s), appeals from any denial of a release will be considered solely related to the AAHA Commitment Letter process and governing rules unless the denial is based in whole or in part upon the allegation that a player is delinquent with respect to a financial obligation. To the extent that the denial by a Member Association to issue a Release is based upon an allegation of delinquency on a debt owed, all determinations and appeals related thereto shall be governed by the protocol set forth in Section 8 herein, meaning that no player will be denied a release if it is determined that a good faith and reasonable dispute exists concerning the legitimacy of the alleged delinquent debt.

Commented [SK11]: Finetuning language January 2019

9.11 A Player/Parent of Member Association wishing to appeal the decision of the AAHA Executive Committee can request an appeal hearing before the entire AAHA Board. A written request for an appeal hearing shall be sent to the AAHA President fourteen (14) days prior to the next scheduled AAHA Board Meeting. The AAHA Board shall place the appeal hearing on the AAHA Board Meeting Agenda at their next scheduled meeting.

9.12 Any Player/Parent or Member Association may appeal any aspect of the AAHA Commitment Letter process according to the USA Hockey Appeals process as published in the current Annual Guide. Violations of these policies may result in a Player, coach or Member Association being brought before the AAHA Disciplinary Committee.

10. Youth/Girls Team Registration – Except for Juniors

10.1 Member Associations that have jurisdiction over youth/girls teams must be in full control of all aspects of the program in which the teams participate. This control extends to, but is not limited to, Background screening for all individuals described in the Background Screening policy for all levels of participation within the program.

USA Hockey and AAHA only recognize youth/girls teams classified as Tier I, Tier II and House/Rec.

ALL teams (Youth/Girls), regardless of level of play, wishing to roster players may only roster players through a Member Association in good standing. No "Independent Team(s)" shall be allowed.

Commented [SK12]: November 2018

The Arizona High School Hockey Association shall be recognized and designated as the single official high school hockey association/organization for the State of Arizona.

There shall continue to be one recognized and designated official all-female organization for the State of Arizona until such time that female enrollment is significantly increased to a level that warrants multiple organizations as consistent with USA Hockey recommended guidelines. Female organizations shall be subject to the same Tier Authorization requirements and deadlines as outlined in sections 13.2.3 and 13.3.2. Additionally, the organization selected as the designated female organization shall hold the designation for two years. Other organizations may only register house/rec all-female teams.

Commented [SK13]: March 2018

No later than the March AAHA Board meeting date the Board of Directors shall establish the earliest tryout dates for each level of play as defined above for the purposing of forming teams for the upcoming playing season (defined as beginning after the conclusion of USA Hockey's National Tournament). No Member Association shall conduct or hold tryouts for the purpose of forming a team, at any level, for the upcoming playing season prior to the AAHA established date.

- 10.2 A Member Association determined to be in possible violation (after submission of documents evidence to the AAHA President and/or Board of Directors) of having conducted tryouts or formed a team by any means prior to the AAHA established tryout date(s) shall be notified by the AAHA President that the Member Association president will be scheduled to appear before the AAHA Disciplinary Committee (DC) at a time and place as designated by the Chair of the AAHA DC to review and discuss the possible violation. The results of this meeting shall be forwarded to the AAHA Board of Directors for review. If the Member Association is found to be in violation of this policy by the AAHA Board of Directors, the Board may assess financial penalties and/or prohibit a team(s) and/or coach(s) from participating in any games including games leading up to the National Tournament.

10.3 Recruitment

10.3.1 Recruitment is defined as the open solicitation and/or direct contact from any AAHA Member Association, including coaches, team managers and/or Association officials and volunteers as designated by the Association, by mail, email, social media and/or telephone of a player currently registered with another Association, except as explicitly allowed by this policy, with the intent of the contacted player becoming a member of the contacting Association.

10.3.2 Member Association may only openly solicit or recruit players from other

Member Associations for the purpose of joining an established/advertised team at the new association during the off-season. The off-season is defined as the time between the USA Hockey National Championship game (for Tier 1/Tier 2 players) or the AZYHL State Championship game (for non-tier and house league players) and that individual player signing an AAHA commitment letter for the upcoming season or completing a registration to participate in a Member Association's House League program. No AAHA commitment letters may be signed prior to the date established by the AAHA Board of Directors. Member Associations wishing to advertise during the playing season should refer to Section 10.3.10

10.3.3 For all Tier players (youth and girls), the playing season shall begin when they sign an AAHA Commitment letter and shall end after the championship game has been played at the USA Hockey National Championship Tournament, regardless of whether or not the player's team is participating in the USA Hockey National Championship. Female youth players are permitted to dual roster and play on a youth team and girls team per USA Hockey Rules & Regulations Section III, paragraph C. A female may be committed and signed for a youth team and still be recruited for a girls team and vice versa and not be in violation of this recruitment policy.

10.3.4 For all Travel House/Rec (youth and girls) players, the playing season shall begin when they sign an AAHA Commitment letter and shall end after the championship game has been played at the AZYHL State Championship Tournament in the player's respective age division, regardless of whether or not the player's team is participating in the championship game. Female youth players are permitted to dual roster and play on a youth team and girls team per USA Hockey Rule & Regulations Section III, paragraph C. A female may be committed and signed for a youth team and still be recruited for a girls team and vice versa and not be in violation of this recruitment policy.

10.3.4.1 For all Member Association House League participants, the playing season shall begin when they complete and sign a registration form indicating their intent to register and play for that Member Association for the upcoming House League season and shall end after the championship game has been played at the AAHA State Championship Tournament in the player's respective age division.

10.3.5 An AAHA commitment letter is considered valid once it is signed by the player and/or parent/guardian. The AAHA commitment letter does not have to be received by AAHA to be considered valid.

10.3.6 Any Association, coach, team manager or other Association official or

volunteer determined to be in possible violation of soliciting or recruiting players during the defined playing season from another Member Association, after submission of documented evidence to the AAHA President, shall be notified by the AAHA President that the Member Association President, coach, team manager and/or other Association official or volunteer will be scheduled to appear before the AAHA Disciplinary Committee at a time and place as designated by the Chairperson of the AAHA Disciplinary Committee to review the possible violation(s).

10.3.7 The results and recommendation(s) of the AAHA Disciplinary Committee hearing shall be forwarded to the AAHA Board of Directors. The AAHA Board of Directors may assess financial penalties and/or suspensions to the Association, coach, team manager and/or any other Association official or volunteer.

10.3.8 Should any financial penalty or suspension be assessed to any Association, coach, team manager and/or any other Association official or volunteer, they shall have the right to appeal to USA Hockey. The AAHA President shall inform them of the appeal procedures immediately following any financial penalty or suspension decision.

10.3.9 Monetary fines and/or Suspensions

Association/Club

1 st Offense:	\$500
2 nd Offense:	\$1,000
3 rd Offense:	\$2,000

Thereafter the monetary fine continues to double.

Coach/team managers/Association official or volunteer

1st Offense: Suspended from any USA Hockey activity for a period of up to 30 days.

2nd Offense: Suspended from any USA Hockey activity for a minimum period ranging between 3 months – 6 months

Any subsequent Offense: Suspended from any USA Hockey activity for a minimum period of 6 months to 1 year

10.3.10 Any AAHA member association in good standing that desires to advertise camps, skills skates, etc during the established playing season to all state registered players regardless of tendered association, must first send the content to the AAHA President for review and consideration. The AAHA President will then determine if the content is approved and can be sent via the state USA Hockey

distribution list to all Arizona players. This process is only available to Member Associations officially registered with the state and in good standing.

If a Member Association wishes to send advertising to players regarding camps, skills skates etc. during the defined off-season, they are free to send to anyone within their available distribution lists regardless of player affiliation.

10.3.11 Advertising as described in section 10.3.10 shall be defined as the open solicitation by a Member Association to non-members through any means of promotion outside of the Member Association's recognized website. Examples may include but are not be limited to: all forms of social media, direct mail, phone calls, alternate websites

10.4 No team shall play any game until it has registered with Associate Registrar from Arizona for the current season in accordance with USA Hockey Guidelines. Teams registered with USA Hockey and AAHA as Tier I or Tier II will be considered Competitive (Travel) team and will be classified as one of the following and players rostered on them will be considered competitive travel players:

Youth (Boys) Division:

Tier I: 14U, ~~15 Only~~, 16U, 18U

Tier II: 14U, 16U, 18U

Girls Division:

Tier I or Tier II: 14U, 16U and 19U

10.5 Teams registered with USA Hockey and AAHA as Recreational (House/Rec) teams will be considered Recreational Teams and all players rostered on them will be considered recreational players.

10.6 No Arizona league may be formed that is not open to all AAHA Member Associations in good standing.

10.6.1 The Arizona Youth Hockey League (AZYHL) shall be recognized and designated as the single official ~~youth travel A/B House/Rec Travel~~ league for the State of Arizona. ~~Refer to APPENDIX B of these policies for the AZYHL Policies and Procedures.~~

10.6.1.1 League Age Classifications: Divisions

Within each age classification (10U through 18U) a Member Association may field only one (1) team per division (Canyon, Mesquite, Cactus, Pinnacle). In addition, each Member Association may field one (1) additional (at-large) team per age classification upon approval from the Hockey Operations Committee. The AZYHL league divisions are as

Commented [SK14]: November 2018

follows (from lowest to highest competition level):

8U: Select Teams only

10U: Canyon, Mesquite, Cactus, Pinnacle

12U: Canyon, Mesquite, Cactus, Pinnacle

14U: Canyon, Mesquite, Cactus, Pinnacle

16U: Canyon, Mesquite, Cactus, Pinnacle

18U: Canyon, Mesquite, Cactus, Pinnacle

10.6.1.2 AZYHL Registration & Rostering

- a. Playing in the AZYHL is limited to teams rostered by AAHA Member Associations in good standing.
- b. Each Member Associations shall provide an application to the AAHA Hockey Operations Committee no later than April 1st of each year of their intention to field Teams to participate in the AZHYL for the following playing season. Such notification shall list the expected number of teams in each age division in which the Association intends to field AZYHL teams from tryouts and a letter of intent from the association's home ice rink(s) supporting ice needs for the upcoming season.
- c. Member Associations submitting applications will be notified in writing via email of the acceptance or denial of the application no later than April 1st of each year. If the recommendation is for denial, all reasons shall be stated and the submitting Association shall have up to seven (7) calendar days to revise and resubmit their application.
- d. No Member Association shall have the authority to advertise teams and tryouts or participate in the AZYHL in any capacity unless it has received approval of their application in writing via email from AAHA.
- e. Member Associations must provide their FINAL list of teams to participate in the AZYHL to the AAHA Hockey Operations Committee no later than June 1st. The list shall include: full name, email and

phone number of Head coach, Team Manager and Association Registrar. Final list of teams will be reviewed at the annual June Hockey Operations Committee Meeting.

- 10.7 Member Association will be granted jurisdiction to govern the affairs of Youth Recreational (House/Rec Teams), Competitive (Tier) Youth Travel Teams and Adult teams that register with USA Hockey through that Member Association.
- 10.8 In the event that USA Hockey requires the registration of team officials, the registration process shall be as outlined in the most recent edition of USA Hockey's Annual Guide.
- 10.9 House/Rec teams shall be community based teams. No billeted or Out-of-State players shall be rostered on a House/Rec team.
- 10.9.1 For purposes of this Article, an Out-of-State Player is any player who, at the time of roster submission, does not have an immediate family member who is domiciled in Arizona and lists Arizona as their permanent address. An immediate family member is defined as (1) a natural or adoptive Parent or Grandparent, (b) an older sibling or (c) a Guardian appointed due to the death or incapacity of a Parent. A player who meets the requirements of this subsection shall be treated as an In-State Player.
- 10.9.2 A player who has reached the age of eighteen (18) years and who otherwise would be an Out-of-State Player under 10.9.1 will be treated as an Out-of-State Player notwithstanding any assertion that said player is of the age of majority.
- 10.9.3 In any case where a player's address, as submitted on a House/Rec Roster, is different than that of the immediate family member domiciled in Arizona through which the player claims to be an In-State Player, the AAHA Board of Directors is authorized and directed to conduct such investigations as may be necessary to determine whether treating the player as an In-State Player is consistent with the purposes of this Article.
- 10.9.4 Exception for House/Rec Out-of-State players:
If a player does not have a USA Hockey registered House/Rec team in his/her State, or does not live within 250 driving miles of a USA Hockey registered House/Rec program in their home State, then said player may petition the AAHA Board of Directors to participate on an Arizona Member Association House/Rec team. Such petition shall include the age division for the upcoming season, address of the family's domicile or permanent residence, level of team from prior season, written confirmation from State of residency's USA Hockey Affiliate that there is no USA Hockey registered House/Rec program at the player's age division for which said player could play, and the name/address of the

Member Association, along with the level of team to which said player is requesting to be rostered.

10.9.5 The AAHA Board of Directors shall have the final decision and authority in determining whether a player sought to be rostered on a House/Rec Team is an Out-of-State Player.

10.9.6 Should a rostering violation occur knowingly or unknowingly on a House/Rec team, the head coach shall appear before the AAHA Disciplinary Committee. The suspension for the violation shall be a minimum of 30 days to a maximum of one year. Should the violation occur with less than 30 days remaining in the season, the coach shall be suspended for any time remaining in the season and at a minimum from September 1 through September 30 of the next season in which the coach participates. Any suspension includes all games, on ice practices and off ice practices. Any appeal will go to the full AAHA Board. Examples of rostering violations include but are not limited to a player that does not reside in the state, a player that is not properly registered with USA Hockey, a player on the AAHA do not play list, etc. There can be others so it is recommended that any roster change is checked with the association registrar and/or state registrar.

Commented [SK15]: November 2017

10.9.7 ~~Beginning with the 2019-2020 USA Hockey playing season,~~ A House/Rec travel team shall have a minimum of ten (10) skaters plus one (1) goalie (two (2) goalies are recommended) for a total of eleven (11) players minimum and shall have no more than eighteen (18) skaters and twenty (20) total rostered players, including goalies, on their ~~USA Hockey IT~~ roster no later than ~~August 1st~~ June 15th of the current playing season.

Commented [SK16]: November 2018

10.9.8 A House/Rec travel team shall not be permitted to have a "taxi" squad or players that are "practice players" or not actively rostered.

Commented [SK17]: November 2018

1. This policy will not apply to AHSOA (high school hockey).

10.9.9 Any appeal to these rostering rules shall be made to the full AAHA Board prior to the July AAHA Board of Directors meeting so that the appeal may be reviewed by the Board at that meeting.

Commented [SK18]: November 2018

11. 8U Rules

11.1 All 8U players will be categorized as either Select or House players.

11.1.1 Select ~~players teams~~ will all participate in the AZYHL.

11.1.2 The Select league will be divided into an upper and lower division.

11.1.3 Each Association will be allowed a maximum of 2 Select teams comprised of up to 10 players per team for each Select division (upper and lower).

~~11.1.4 Teams can move a player up a division to cover for sick or injured players but cannot move a player down a division.~~ **MOVE TO PLAYING RULES**

Commented [SK19]: Entire Mite section March 2018

11.2 All 8U contests, including tournaments, within the Arizona Affiliate will be cross/half ice and subject to 8U playing rules established by USA Hockey ADM, AAHA and the Hockey Operations Committee. NO FULL ICE GAMES WILL BE PERMITTED.

11.3 The Hockey Operations Committee will set guidelines for state jamborees.

11.4 No 8U team shall travel outside of the Arizona Affiliate without prior approval of the Hockey Operations Committee and the AAHA Executive Committee.

11.5 No individual 8U team shall travel outside of the Arizona Affiliate more than 1 time per season.

~~11.6 Tournaments approved by the AAHA Board of Directors will be limited to cross/half ice game format only and will be subject to the 8U playing rules established by USA Hockey ADM and the 8U Committee.~~ **Unnecessary - Stating the Obvious**

11.6 8U players aging up into 10U for the following season can begin to play 10U after the conclusion of the 10U AZYHL AAHA State Championships.

11.6.1 Players 6U and younger may not participate in Select teams unless approved by the Hockey Operations Committee.

~~11.8 Refer to policy 12.2 regarding play up rules for 8U players.~~ **Unnecessary - Stating the Obvious**

~~11.9 Associations found in violation of any of the above mentioned 8U rules shall be subject to sanctions as determined on a case-by-case basis by the Disciplinary Committee.~~ **Unnecessary - Stating the Obvious**

11.7 Sanctions may include any or all of the penalties listed below and may be imposed for the current season and/or beyond:

11.7.1 Member Association Tier teams will not be eligible for State, District or National Tournament play; Member Association house/rec teams will not be eligible for any league playoffs; Member Associations will be considered "not-in-good-standing" for the rest of the current season;

suspension of the 8U coaching staff for the remainder of the current season and/or for the following season.

12. Rosters

12.1 Youth/Girls Team Rosters – Except for Juniors

No team shall play any game until it has submitted a properly completed team roster to the Associate Registrar for Arizona. No player shall participate in any game with any team unless that player is designated as a player on that team's roster. Should a rostersing violation occur knowingly or unknowingly, the head coach shall appear before the AAHA Disciplinary Committee. The suspension for the violation shall be a minimum of 30 days to a maximum of one year. Should the violation occur with less than 30 days remaining in the season, the coach shall be suspended for any time remaining in the season and at a minimum from September 1 through September 30 of the next season in which the coach participates. Any suspension includes all games, on ice practices and off ice practices. Any appeal will go to the full AAHA Board. Examples of rostersing violations include but are not limited to a player that is not properly registered with USA Hockey, a player on the AAHA do not play list, etc. There can be others so it is recommended that any roster change is checked with the association registrar and/or state registrar.

Commented [SK20]: November 2017

~~12.2 Play Up Rules~~ **MOVED 12.2 TO PLAYING RULES**

~~12.2.1 All 8U age players (as defined by USA Hockey) shall only be eligible to participate on an 8U age team. No 8U age player or 8U team shall be permitted to "play up" in a higher division.~~

~~12.2.2 10U and above (for the 2018-19 playing season)~~

~~No team, 10U and above (boys or girls), shall roster a player more than one age group higher (as defined by USA Hockey) only if allowed by the Member Association. Appeals to these roster rules need to be made to the full AAHA Board prior to the August AAHA Board meeting so it can be reviewed by the Board at that meeting. This appeal must be accompanied by an evaluation by the head coach of the current team the player is trying out for as well as the head coach of the prior team the player was rostered on showing the player has the ability to play at this higher level.~~

Commented [SK21]: October 2018

~~12.2.3 10U and Above (Beginning with the 2019-20 playing season)~~

~~12.2.3.1 All players may only be rostered within their own age division as defined by USA Hockey's Annual Guide.~~

~~12.2.3.2 No 12U team will be permitted to play at a higher age division.~~

~~12.2.3.3 Youth goalies may play up no more than one age division~~

~~in accordance with USA Hockey's Annual Guide. Prior to rostering the player, a request for approval must be sent to the AAHA Board. The request must include evaluations by the head coach of the current team the player is trying out for as well as the head coach of the player's prior team along with a recommendation from the hockey director showing that the player has the ability to play at this higher level.~~

Commented [SK22]: Entire section 12.2.3 October 2018

12.2 All USA Hockey sanctioned Junior Teams within the AAHA affiliate boundaries will register their team(s) and individuals directly with the USA Hockey Junior Registrar.

12.3 Adult/Rosters

Any Adult or college team may submit its registration application and/or roster directly to the Associate Registrar of Arizona. The Registrar will then make those rosters available to the Local Supervisor of Officials to ensure that scheduling of USA Hockey certified officials is complied with, if required.

13. Youth Tier I and Tier II

NOTE: All Member Association Presidents or their designee, Coaches, Managers and Team Officials shall have the sole responsibility to ensure that each Team meets all the requirements for its classification and meets all the criteria for eligibility for State and District Playoffs. USA Hockey Registrars, Associate Registrars and Arizona Amateur Hockey Association (AAHA) Board of Directors will review team rosters at the time of their registration to make this determination. All applicable rules for the above are located in this document, the AAHA website, and the current USA Hockey Annual Guide. ~~AAHA is granted the authority by USA Hockey through its affiliate agreement to conduct certain affairs of USA Hockey, and to regulate the sport of amateur ice hockey within Arizona. AAHA is the ultimate authority for amateur hockey affairs in Arizona subject to the limitations contained under USA Hockey Bylaws and federal and state law.~~ Unnecessary – Has already been stated

13.1 Youth/Girls Tier

13.1.1 ~~Tier Committee~~ Remove from Policy - Committee description, authority and membership are now outlined in the proposed Bylaws additional section 7.0

~~The AAHA Board of Directors shall establish and appoint a Youth Tier Committee and Chairperson ("Tier Chairperson"). The Tier Committee shall be comprised of a minimum of three (3) representatives from the AAHA Board of Directors (including At-Large Directors) and the Hockey~~

~~Director from each current Member Youth Association that fields a Tier team.~~

13.1.2 Authority

~~The Tier Committee shall have responsibility for all matters pertaining to Tier I and/or Tier II Member Associations, Tier I and/or Tier II Teams, and Tier I and/or Tier II Hockey, subject to the AAHA Board of Directors review, directions, change and approval. This responsibility shall include, but is not limited to, recommending the following:~~

- ~~1. Granting or terminating authority to organize and/or operate a Tier I and/or Tier II organization, club or association and/or field a Tier I Team and/or a Tier II Team~~
- ~~2. Establishment of guidelines to be used for yearly Tier I and Tier II State Championships~~
- ~~3. Establishing guidelines to be used to carry out the purpose of the Tier Committee.~~

13.2 Tier I

13.2.1 Purpose

The purpose of Tier I hockey in Arizona is to provide an opportunity for the best youth players in Arizona to develop and compete at the highest level of hockey available in North America at their ages by and through USA Hockey and AAHA. Tier I hockey in Arizona shall be limited to those youth players who have the desire and ability to play at the highest youth level available and to continue to develop by playing Tier I hockey.

13.2.2 Tier I Associations

1. General: A Tier I Association shall exist within an established AAHA Member Association that is in good standing with AAHA and USA Hockey. The proposed Tier I Association must be duly organized and operated in accordance with the Bylaws, Rules, Regulations and Policies of AAHA and USA Hockey and authorized annually by AAHA to field, govern and control Tier I Teams organized by such Tier I Association in the State of Arizona each season. Such authorization from AAHA expires annually on the last day of USA Hockey's National Championship.
2. Responsibility: Each Tier I Association that is permitted by AAHA to register a Tier I team shall govern, control and be fully responsible for its association, actions, inactions and/or infractions of its teams, players, coaches, managers, parents, and personnel. This responsibility shall include debts incurred by or in the name of the association, or any of its Tier I teams, players, coaches or representatives.
3. Tier I Season: The Youth/Girls Tier I playing season shall commence on August 1st of each year and end on the last day of USA Hockey's National Championships each year.
4. Team Registration: Each Tier I Association wishing to field youth (male) teams shall be required to field a team at each age division acknowledged by USA Hockey (e.g. 14U, 15U, 16U, 18U). The 15U

division for male Tier I shall be a pure birth year team in accordance with USA Hockey requirements. Until female registration numbers in Arizona are higher, a Tier I Association wishing to field a girls team may apply to do so at any or all of the age divisions (14U, 16U, 19U). Any variation of these requirements must be reviewed by the Tier Committee and approved by the AAHA Board of Directors.

5. Number of Teams: Each approved Tier I Association may have a maximum of two (2) teams at any age division provided:
 - a. There are sufficient registered player numbers in the state to support multiple teams at an age division to comply with USA Hockey's Tier I guidelines.
 - b. One of the teams is a younger (e.g. 13U, 17U for boys and 13U, 15U, or 17U for girls), pure birth year team.
 - c. No Tier I Association shall have more than one (1) mixed year team at any age division. Any variation of this requirement must be reviewed by the Tier Committee and approved by the AAHA Board of Directors.
6. Participation in State Championships: Regardless of the number of teams per age division a Tier I Association may field, any Tier I Association/AAHA member Association in good standing may only enter (1) Tier I team in each age division in the Arizona Tier I State Championships Tournament. Refer to Section 13.4 for more information on State Championships.

13.2.3

Tier I Team Authorization Procedure

1. Prospective Tier I Associations shall complete and deliver the AAHA Tier I Application (see APPENDIX A) to the Tier Committee no later than January 15th of each year. Such Application shall comply fully with the requirements set forth in paragraph 13.2.3.3 below. No Tier I Association shall have authority to operate or otherwise participate in Tier I hockey in any capacity unless it has received authorization in writing from AAHA. The Tier Chairperson, with support from the Tier Committee, shall recommend to the AAHA Board of Directors the acceptance or denial of such application. The recommendation shall be in writing or via email. If the recommendation is for denial, all reasons shall be stated.
2. Notification: Each prospective Tier I Association will be notified in writing, or via email, by the Tier Committee of the acceptance or denial of its application no later than February 1st of each year. If the recommendation is for denial, all reasons shall be stated and the submitting Association shall have seven (7) calendar days to revise and resubmit their application.
3. Each authorized Tier I Association shall comply with the minimum requirements set forth in this Article, AAHA and USA Hockey Bylaws, Policies, Rules and Regulations, which include, but are not limited to, the following:
 - a. Each Association requesting to field Tier I teams must be

affiliated via its Bylaws and/or registration with an AAHA Member Association in good standing.

- b. In accordance with the statement of purpose in Section 13.2.1 above, Tier I teams registered through AAHA shall limit the number of Out-of-State Players (as defined in this Article) to the following:
- (i) 18U (boys); 19U (girls); 50% of the registered player roster with a maximum of two (2) of those players being goalies,
 - (ii) 16U (boys or girls); 50% of the registered player roster with a maximum of two (2) of those players being goalies,
 - (iii) 14U (boys or girls); 50% of the registered player roster with a maximum of two (2) of those players being goalies.
 - (iv) For purposes of this Article, an Out-of-State Player is any player who, at the time of roster submission, does not have an immediate family member who is domiciled in Arizona and lists Arizona as their permanent address. An immediate family member is defined as (1) a natural or adoptive Parent or Grandparent, (b) an older sibling or (c) a Guardian appointed due to the death or incapacity of a Parent. A player who meets the requirements of this subsection shall be treated as an In-State Player, subject to the provisions of subsection (vi) of this paragraph.
 - (v) A player who has reached the age of eighteen (18) years and who otherwise would be an Out-of-State Player under subsection (iv) of this paragraph will be treated as an Out-of-State Player notwithstanding any assertion that said player is of the age of majority.
 - (vi) No Player shall have more than one residence for the purpose of hockey.
 - (vii) No Player shall create a residence for hockey purposes.
 - (viii) This does not prevent a player from moving to Arizona for the purpose of hockey; said player will be considered an Out-of-State Player unless they have established residency as defined above.
 - (ix) The player, parent, and/or guardian shall have the burden of proving Arizona residency.
 - (x) In any case where a player's address, as submitted on a Tier I Roster, is different than that of the immediate family member domiciled in Arizona through which the player claims to be an In-State Player, the AAHA Tier Committee is authorized and directed to conduct such investigations as may be necessary to determine whether treating the player as an In-State Player is consistent with the purposes of this Article.
 - (xi) The AAHA Board of Directors shall have the final decision and authority in determining whether a player sought to be

rostered on a Tier I Team is an Out-of-State Player.

- c. Each Association requesting to field Tier I teams must be affiliated via its Bylaws and/or registration with an AAHA Member Association that fields a Tier II team in the same season in the 14U and 16U age divisions. An 18U Tier II youth team and House/Recreation teams at the 10U, 12U, 14U and 16U age divisions are recommended to be offered by the Member Association as well.
- d. A list of all Coaches and manager(s) for each Tier I Team. Written proof that each Coach, for each Tier I team, has obtained, or will obtain, the appropriate coaching certification for that age division within the time parameters of USA Hockey's guidelines, and that all coaches and managers have complied with AAHA's background screening requirements and AAHA's/USA Hockey's SafeSport requirements shall also be submitted.
- e. A proposed ice schedule that demonstrates the time slots and days of the week that the proposed Tier I team(s) shall practice and play games for the upcoming season. It is imperative that Associations provide sufficient ice to support an appropriate number of home games and practices consistent with the size of its program and season. In addition, Tier I team(s) must provide evidence of a supporting off-ice development program.
- f. A Fact Sheet as defined in 13.2.4.5, Team Selection Process.
- g. Written information regarding the structure, association and responsibilities of the Tier I Association and each Tier I Team, its coach(es), manager and any administrators.
- h. Current compliance and a statement of future intent, ability, and procedures to comply with USA Hockey and AAHA Bylaws, Policies, Rules and Regulations as well as the Guidelines and Policies established by the Tier Committee.
- i. All Tier I games played in Arizona must be players against another USA Hockey certified team or in the case of foreign teams, certified by the IIHF (International Ice Hockey Federation). All games must be officiated by properly registered and certified USA Hockey Officials.
- j. Any other information determined to be necessary by the Tier Committee.

13.2.4 Team Selection Process

1. Procedures: Each Tier I Association shall institute procedures to select the best players available. Guidelines for team selection process shall include, but not be limited to the following:
 - a. Each Tier I Association shall hold open tryouts. The AAHA Board of Directors shall set the tryout dates each year. Tryouts may not be announced or advertised until the Tier I Association has received written or email notification from the AAHA Board of Directors of its approval as a Tier I Association and Tier I team

for the ensuing season. The Tier I Association that was the winner of the previous season's Tier I State Championship in each age division shall have the right to be the first team in that age division to hold tryouts or they may pass that right. The previous year's State Champion in each Tier I age division shall notify the Tier Chairperson, in writing or via email, of their decision to exercise their right to be the first team to hold tryouts or not within seven (7) days of the conclusion of the Tier I State Championship.

- b. Any and all Tier I tryouts must be announced publicly through general publication, association website and/or individual mailing to all players at each level, inviting any player who wishes to tryout.
 - c. The announcement must contain, at a minimum, the association name, level of tryouts, name of head coach, contacts with phone numbers and email addresses, date/location/time of tryouts, and a statement about the program/Association.
 - d. Each Tier I Association shall provide a Fact Sheet (see 13.2.4.5 below) to every player and every player's parent who attends the tryouts.
2. Player Commitment: Any player who signs an AAHA Commitment Letter is committed to that Tier I Team for the ensuing playing season and cannot play for another Tier (Tier I or Tier II) team until he/she has been released from that Tier I Team. All such player releases shall be submitted to the Tier Committee. Refer to Article 9. Player Commitment and Release Letters for more details and requirements. Exceptions to this rule are Girls, High School, House League, Juniors, Junior College, College or University.
3. Roster: USA Hockey rosters (1T) for Tier I teams must be submitted to the appropriate USA Hockey Associate Registrar for Arizona prior to any team participating in any game. Should a rostering violation occur knowingly or unknowingly on a Tier I team, the head coach shall appear before the AAHA Disciplinary Committee. The suspension for the violation shall be a minimum of 30 days to a maximum of one year. Should the violation occur with less than 30 days remaining in the season, the coach shall be suspended for any time remaining in the season and at a minimum from September 1 through September 30 of the next season in which the coach participates. Any suspension includes all games, on ice practices and off ice practices. Any appeal will go to the full AAHA Board. Examples of rostering violations include but are not limited to an out of state player that is in excess of the ratio allowable for a Tier I team, a player that is not properly registered with USA Hockey, a player on the AAHA do not play list, etc. There can be others so it is recommended that any roster change is checked with the association registrar and/or state registrar.

Commented [SK23]: November 2017

In addition, each Tier I Association shall adhere to the following:

- a. Each Tier I Association must register their Teams as Tier I Teams with the State and District Registrar prior to playing its first game of the current season.
- b. Any association that advertises and/or conducts and selects players to participate on a Tier I team, then requests the team play at a lower level, regardless of when the request is made following the Tier I tryout but prior to registering the team with the state registrar, shall be ineligible to participate in the AZ State Championships and the USA Hockey National Tournament at any level. The Tier I team must submit a written request, clearly stating the reason(s) and submit to the AAHA BOD accompanied by an acknowledgement statement signed by the President of the association, all team coaches and managers and all of the parents of the team members. Additionally, any player selected to a Tier I team, in which that team requests to play at a lower level shall have the right to be unconditionally released from his/her commitment letter and financial obligations to the association/team. Once a team receives approval to move to a lower level a player shall have no more than fourteen (14) days to request an unconditional release.
- c. Any Tier I team that has registered itself with the State and District Registrar as a Tier I team and requests to play at a lower level, may only play at the House/Rec Level. The Tier I team must submit a written request, clearly stating the reason(s) and submit to the AAHA BOD accompanied by an acknowledgement statement signed by the President of the association, all team coaches and managers and all of the parents of the team members. Any request to do so must be done prior to October 31st of the playing season. Additionally, any player selected to a Tier I team that requests to play at a lower level shall have the right to be unconditionally released from his/her commitment letter and financial obligations to the association/team. Once a team receives approval to move to a lower level a player shall have no more than fourteen (14) days to request an unconditional release.
- d. A Tier I team (Youth or Girls) must have a minimum of fifteen (15) players (including at least one (1) goalie) and shall have no more than eighteen (18) skaters and twenty (20) total rostered players, including goalies, on their ~~USA Hockey IT~~ roster no later than ~~August 1st~~ **June 15th** of the current playing season.
- e. A Tier I team shall not be permitted to have a "taxi" squad or players that are "practice players" or not actively rostered.
- f. No Tier 1 team (Youth or Girls, regardless of whether or not the Team is Nationally Bound) may roster a player 12 years or younger (as defined in the age classification chart for the

Commented [SK24]: November 2018

current season).

g. No appeal of the minimum rostering requirements for Tier 1 may be made.

Commented [SK25]: November 2018

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4. **Commitment Date:** No player shall be allowed to commit to play on a Tier I Team or sign a roster or pay monies prior to AAHA-approved tryout dates for the ensuing playing season.
5. **Fact Sheet:** Tier I associations and Tier I Teams shall furnish each Player and his/her parent(s), in writing, before any tryout and prior to signing a commitment letter, a Fact Sheet that provides full disclosure of their Tier I program and season, including all applicable costs (at a minimum, fundraising, uniforms, off-ice training, approximate travel costs, season registration fees of the Tier I association, and any other expected expenses including coaches fees, estimated number of games and practices, amount of travel, and any "rules" or expectations of the Tier I association or Tier I team. The Fact Sheet shall also outline the refund policy of the team should a player not play for the full season, regardless of reason.
 - a. Each player selected to participate on a Tier I team and his/her parent(s) shall acknowledge that they have been provided a "Fact Sheet" as outlined above by the Tier Association as part of signing the AAHA Player/Association Commitment letter.

~~13.2.5 Competition among Tier I Associations and Teams~~ **MOVED TO PLAYING RULES**

- ~~1. Procedures: Each Tier I Association shall adhere to the following: If there is more than one (1) authorized Tier I team in any USA Hockey approved age division then each authorized Tier I Team shall play each other, in Arizona, a minimum number of times as determined by the Tier Committee (excluding any tournament games) at each appropriate age division each season. *See Appendix C: Tier I Competition Requirements. Each Home team is responsible for the costs of the game, except for an odd number of games, or a neutral game, in which both teams will be responsible to split the costs evenly.~~
- ~~2. Scheduling of such games shall be the responsibility of the teams involved. Scheduling of the dates and locations of the required games shall be completed no later than August 15th of the season to be played. The dates of said games shall be given to the AAHA Tier Committee by August 15th of the season to be played. All such games shall be completed at least two (2) weeks prior to the 1st scheduled game of the Arizona State Tier I Championships.~~
- ~~3. All games played as competition between Tier I teams shall be in accordance with the following:
 - a. All Tier I games (14U, 15U Only, 16U and 18U) shall have a 5 minutes warm-up and 15 minutes stop time periods. There~~

~~shall be an ice cut before each game and there shall be a 2 minute rest period between all periods. The game slot for all Tier I games shall be 1 hour and 15 minutes.~~

- ~~b. If the goal differential is seven or more at any point, run time on the game clock shall be used. If the goal differential returns to less than seven goals, stop time shall be reinstated.~~
- ~~c. All games shall utilize a 3 person on-ice officiating crew.~~
- ~~d. Games may end in a tie~~
- ~~e. Two points will be awarded for a victory and one point for a tie.~~
- ~~f. The team with the greatest amount of points in games played between the teams entered in the Arizona State Championships shall be considered the "Home" team during the Arizona State Championships. If there are only two teams in an age Division, the "Home" team shall host Game 1 and Game 3, if a third game is needed.~~
- ~~g. Should teams have the same amount of points the following tie breaker(s) shall be applied:
 - ~~(i) Most wins~~
 - ~~(ii) Goal differential (Goals scored minus Goals allowed)~~
 - ~~(iii) Goal quotient (Goals scored divided by Goals allowed)
 - ~~a. A maximum of a seven goal differential in any game shall be used in determining goal differential or goal quotient in tie breakers at the end of the season.~~~~
 - ~~(iv) Coin flip~~~~

13.2.6 Penalties for Non-Compliance

Any AAHA Member Association Tier I team determined by the AAHA Executive Committee to be in violation of any of the AAHA Tier I policies shall be referred to the AAHA Disciplinary Committee for a hearing. The AAHA Disciplinary Committee may impose any or all of the following sanctions:

1. Suspension of the Head Coach for the remainder of the current playing season in which the violation occurred AND for the following playing season.
2. Disqualification of the violating team from participation in the USA Hockey National Tournament process.
3. A monetary fine of no more than Five Thousand Dollars (\$5,000.00) to be assessed to the Member Association that the violating team represents or is rostered through. Monetary fine amount shall be determined by the AAHA Board of Directors.

Commented [SK27]: Various changes June 2018

13.3 Tier II

13.3.1 Tier II Associations

1. General: A Tier II Association shall exist within an established AAHA Member Association that is in good standing with AAHA and USA Hockey. The proposed Tier II Association must be duly organized and operated in accordance with the By-Laws, Rules, Regulations and Policies of AAHA and USA Hockey and authorized annually by AAHA to field, govern and control Tier II Teams organized by such Tier II Association in the State of Arizona each season. Such authorization from AAHA expires annually on the last day of USA Hockey's National Championship.
2. Responsibility: Each Tier II Association that is permitted by AAHA to register a Tier II team shall govern, control and be fully responsible for its association, actions, inactions and/or infractions of its teams, players, coaches, managers, parents, and personnel. This responsibility shall include debts incurred by or in the name of the association, or any of its Tier II teams, players, coaches or representatives.
3. Tier II Season: The Youth/Girls Tier II playing season shall commence on August 1st of each year and end on the last day of USA Hockey's National Championships each year.
4. Team Registration: Each Association requesting to field Tier II teams must be affiliated via its By-Laws and/or registration with an AAHA Member Association in good standing and recommend that they field a minimum of one House/Recreation team at the 10U, 12U, 14U and 16U age divisions.
5. ~~Effective beginning with the 2019-2020 USA Hockey Playing Season~~: Number of Teams: Any AAHA Member Association in good standing may field ONE Youth ~~or Girls~~ Tier II team at any age division recognized by USA Hockey (14U, 16U, 18U). ~~for Youth and 14U, 16U, 19U for Girls~~. The AAHA Member Association designated as the sole Arizona all-female organization may field ONE Girls Tier II team at any age division recognized by USA Hockey (14U, 16U, and 19U).
6. ~~Participation in State Championships: Refer to Section 13.4 for more information on State Championships. State Championships info moved to Playing Rules no reference needed here~~

13.3.2

Tier II Team Authorization Procedure

1. Application: Prospective Tier II Associations shall notify the Tier Committee no later than March 1st of each year of their intention to field Tier II teams the following playing season. Such notification shall list the number of teams in each age division in which the Association intends to field Tier II teams ~~and a letter of intent from home ice rink supporting ice needs for the upcoming season~~. The Tier Committee shall provide a listing of Associations intending to field Tier II teams and the number of Tier II teams to the AAHA Board of Directors at its April meeting. No Tier II Association shall have authority to operate or otherwise participate in Tier II hockey in any

capacity unless it has received its authorization in writing or via email from AAHA.

2. **Notification:** Each prospective Tier II Association will be notified in writing or via email by the AAHA Board of Directors of the acceptance or denial of its intention to field Tier II teams within thirty (30) days of receiving notice of intent to field Tier II team(s).
3. Each authorized Tier II Association shall comply with the minimum requirements set forth in this Article, AAHA and USA Hockey Bylaws, Policies, Rules and Regulations, which include, but are not limited to, the following:
 - a. Each Association requesting to field Tier II teams must be affiliated via its Bylaws and/or registration with an AAHA Member Association in good standing.
 - b. Tier II teams shall be community-based teams. No billeted or Out-of-State players shall be rostered on a Tier II team.
 - (i) For purposes of this Article, an Out-of-State Player is any player who, at the time of roster submission, does not have an immediate family member who is domiciled in Arizona and lists Arizona as their permanent address. An immediate family member is defined as (1) a natural or adoptive Parent or Grandparent, (b) an older sibling or (c) a Guardian appointed due to the death or incapacity of a Parent. A player who meets the requirements of this subsection shall be treated as an In-State Player, subject to the provisions of subsection (vi) of this paragraph.
 - (ii) A player who has reached the age of eighteen (18) years and who otherwise would be an Out-of-State Player under subsection (iv) of this paragraph will be treated as an Out-of-State Player notwithstanding any assertion that said player is of the age of majority.
 - (iii) In any case where a player's address, as submitted on a Tier II Roster, is different than that of the immediate family member domiciled in Arizona through which the player claims to be an In-State Player, the AAHA Board of Directors is authorized and directed to conduct such investigations as may be necessary to determine whether treating the player as an In-State Player is consistent with the purposes of this Article.
 - (iv) Exception for Tier II Out-of-State players:
If a player does not have a USA Hockey registered Tier II team in his/her State, or does not live within 250 driving miles of a USA Hockey registered Tier II program in their home State, then said player may petition the AAHA Board of Directors to participate on an Arizona Member Association Tier II team. Such petition shall include the age division for the upcoming season, address of the family's domicile or permanent residence, level of team

from prior season, written confirmation from State of residency's USA Hockey Affiliate that there is no USA Hockey registered Tier II program at the player's age division for which said player could play, and the name/address of the Member Association, along with the level of team to which said player is requesting to be rostered.

- (v) An Arizona registered Tier II team may have a maximum of two (2) players that qualify as an exception from item (iv) above.
- (vi) The AAHA Board of Directors shall have the final decision and authority in determining whether a player sought to be rostered on a Tier II Team is an Out-of-State Player.
- c. A list of all Coaches and manager(s) for each Tier II Team shall be submitted to the Tier Committee prior to the start of team tryouts. Written proof that each Coach, for each Tier II team, has obtained, or will obtain, the appropriate coaching certification for that age division within the time parameters of USA Hockey's guidelines, and that all coaches and managers have complied with AAHA's background screening requirements and AAHA's/USA Hockey's SafeSport requirements shall also be submitted.
- d. A proposed ice schedule or ice commitment statement that demonstrates the time slots and days of the week that the proposed Tier II team(s) shall have available for practice and games for the upcoming season. It is imperative that Associations provide sufficient ice to support an appropriate number of home games and practices consistent with the size of its program and season.
- e. Current compliance and a statement of future intent, ability, and procedures to comply with USA Hockey and AAHA Bylaws, Policies, Rules and Regulations as well as the Guidelines and Policies established by the Tier Committee.
- f. All Tier II games played in Arizona must be played against another USA Hockey certified team or in the case of foreign teams, certified by the IIHF (International Ice Hockey Federation). All games must be officiated by properly registered and certified USA Hockey Officials.
- g. Any other information determined to be necessary by the Tier Committee or AAHA Board of Directors.

13.3.3

Team Selection Process

1. Procedures: Each Tier II Association shall institute procedures to select their players. Guidelines for team selection process shall include, but not be limited to the following:
 - a. Each Tier II Association shall hold open tryouts. The AAHA Board of Directors shall, each year, establish when player tryouts for the following season may begin. Tryouts may not

- be held prior to the AAHA Board establishing this date.
- b. Any and all Tier II tryouts must be announced publicly through general publication, association website and/or individual mailing to all players at each level, inviting any player who wishes to tryout.
 - c. The announcement must contain, at a minimum, the association name, level of tryouts, name of head coach, contacts with phone numbers and email addresses, date/location/time of tryouts, and a brief statement about the program.
 - d. Each Tier II Association shall provide a Fact Sheet (see 5 below) to every player and every player's parent who attends the tryouts.
2. Player Commitment: Any player who signs an AAHA Commitment Letter is committed to that Tier II Team for the ensuing playing season and cannot play for another Tier (Tier I or Tier II) team until he/she has been released from that Tier II Team. All such player releases shall be submitted to the Tier Committee. Refer to Article 9. Player Commitment and Release Letters for more details and requirements. Exceptions to this rule are Girls, High School, House League, Juniors, Junior College, College or University.
3. Roster: USA Hockey rosters (1T) for Tier II teams must be submitted to the appropriate USA Hockey Associate Registrar for Arizona prior to any team participating in any game. Should a rostering violation occur knowingly or unknowingly on a Tier II team, the head coach shall appear before the AAHA Disciplinary Committee. The suspension for the violation shall be a minimum of 30 days to a maximum of one year. Should the violation occur with less than 30 days remaining in the season, the coach shall be suspended for any time remaining in the season and at a minimum from September 1 through September 30 of the next season in which the coach participates. Any suspension includes all games, on ice practices and off ice practices. Any appeal will go to the full AAHA Board. Examples of rostering violations include but are not limited to a player that does not reside in the state, a player that is not properly registered with USA Hockey, a player on the AAHA do not play list, etc. There can be others so it is recommended that any roster change is checked with the association registrar and/or state registrar.

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In addition, each Tier II Association shall adhere to the following:

- a. Each Tier II Association must register their Teams as Tier II Teams with the State and District Registrar by September 15th of the current season or prior to its first game, whichever comes first.
- b. Any association that advertises and/or conducts and selects players to participate on a Tier II team, then requests the team play at a lower level, regardless of when the request is made

following the Tier II tryout but prior to registering the team with the state registrar, shall be ineligible to participate in the Arizona Youth Hockey League (AZYHL) Championships. The Tier II team must submit a written request, clearly stating the reason(s) and submit to the AAHA BOD accompanied by an acknowledgement statement signed by the President of the association, all team coaches and managers and all of the parents of the team members. Additionally, any player selected to a Tier II team in which that team requests to play at a lower level shall have the right to be unconditionally released from his/her commitment letter and financial obligations to the association/team. Once a team receives approval to move to a lower level a player shall have no more than fourteen (14) days to request an unconditional release.

- c. Any Tier II team that has registered itself with the State Registrar as a Tier II team and requests to play at a lower level, may only play at the House/Rec Level and shall be ineligible to participate in the Arizona Youth Hockey League (AZYHL) Championships. The Tier II team must submit a written request, clearly stating the reason(s) and submit to the AAHA BOD accompanied by an acknowledgement statement signed by the President of the association, all team coaches and managers and all of the parents of the team members. Any request to do so must be done prior to October 31st of the playing season. Additionally, any player selected to a Tier II team that requests to play at a lower level shall have the right to be unconditionally released from his/her commitment letter and financial obligations to the association/team.
- d. A Tier II team may not be registered as a High School team at any point during the season.
- e. A Tier II team shall have no more than eighteen (18) skaters and two (2) goalies. ~~Beginning with the 2019-2020 USA Hockey playing season:~~ Any Tier II team (Youth or Girls) must have a minimum of fourteen (14) players (including a minimum of one (1) goalie, although two (2) goalies are recommended) and shall have no more than eighteen (18) skaters and twenty (20) total rostered players, including goalies, on their ~~USA Hockey 1T~~ roster no later than ~~August 1st~~ **June 15th** of the current playing season.
- f. A Tier II team shall not be permitted to have a "taxi" squad or players that are "practice players" or not actively rostered.
- g. No Tier II team (Youth or Girls, regardless of whether or not the Team is Nationally Bound) may roster a player 12 years or younger (as defined in the age classification chart for the current season). Exception allowed for Girls 14U team(s) as

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described in the USA Hockey Annual Guide and IF approved by the AAHA Board of Directors. **Girls' exception is valid only for the 2019-2020 USA Hockey playing season.**

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- h. Any appeal to these Tier II rostering rules, with the exception of item g above which is not appealable, shall be made to the full AAHA Board prior to the July AAHA Board of Directors meeting so that the appeal may be reviewed by the Board at that meeting.

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4. **Commitment Date:** No player shall be allowed to commit to play on a Tier II Team or sign a roster or pay monies prior to AAHA-approved tryout dates for the ensuing playing season.
5. **Fact Sheet:** Tier II Associations and Tier II Teams shall furnish each Player and his/her parent(s), in writing, before any tryout and prior to signing a commitment letter, a Fact Sheet that provides full disclosure of their Tier II program and season, including all applicable costs (at a minimum, fundraising, uniforms, off-ice training, approximate travel costs, season registration fees of the Tier II Association, and any other expected expenses including coaches fees), estimated number of games and practices, amount of travel, and any "rules" or expectations of the Tier II Association or Tier II Team. The Fact Sheet shall also outline the refund policy of the team should a player not play for the full season, regardless of reason
- a. Each player selected to participate on a Tier II team and his/her parent(s) shall acknowledge that they have been provided a "Fact Sheet" as outlined above by the Tier Association as part of signing the AAHA Player/Association Commitment letter.

~~13.3.4~~ ~~Competition among Tier II Associations and Teams~~ **MOVED TO PLAYING RULES**

- ~~1. Procedures: Each Tier II Association shall adhere to the following:
If there are more than one (1) authorized Tier II team in any age division then each authorized Tier II Team shall play four (4) games against all other teams in the same age division, in Arizona, each season (excluding any tournament games). Each team shall host two (2) games. The home team shall be responsible for the costs of the game.~~
- ~~2. Scheduling of such games shall be the responsibility of the teams involved. Scheduling of the dates and locations of the required games shall be completed no later than August 15th of the season to be played. The dates of said games shall be given to the AAHA Tier Committee by August 15th of the season to be played. All such games shall be completed by a date established by the Tier Committee.~~
- ~~3. All games played as competition between Tier II teams shall be in accordance with the following:~~
- ~~a. All Tier II games (14U, 16U and 18U) shall have a 5 minute warm up and 15 minute stop time periods. There shall be an~~

~~ice cut before each game and there shall be a 2 minute rest period between all periods. The game slot for all Tier II games shall be 1 hour and 15 minutes.~~

- ~~b. If the goal differential is seven or more at any point, run time on the game clock shall be used. If the goal differential returns to less than seven goals, stop time shall be reinstated.~~
- ~~c. Games shall utilize a 3 person on ice officiating crew.~~
- ~~d. Games may end in a tie~~
- ~~e. Two points will be awarded for a victory and one point for a tie.~~
- ~~f. Should teams have the same amount of points at the conclusion of all 4 game series, the following tie breaker(s) shall be applied to determine standings for the Arizona State Tier II Championships:
 - ~~(i) Most wins~~
 - ~~(ii) Goal differential (Goals scored minus Goals allowed)~~
 - ~~(iii) Goal quotient (Goals scored divided by Goals allowed)
 - ~~a. A maximum of a seven goal differential in any game shall be used in determining goal differential or goal quotient in tie breakers at the end of the season.~~~~
 - ~~(iv) Coin flip~~~~
- ~~g. During the Arizona State Tier II Championships:
 - ~~(i) In a two team division, the team with the greatest amount of points in games played between the two teams in the 4 game series shall be the "Home" team in Game 1 and, if needed, Game 3.~~
 - ~~(ii) In a division with more than two teams, the team with the greatest amount of points in the 4 game series played between the teams entered in the State Championships shall be considered the "Home" team in all of their preliminary round games. The team with the next greatest amount of points shall be the "Home" team in their preliminary round games in all but against the team with the most points. All other teams in the division shall follow this procedure in descending order.~~~~

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13.3.5 Penalties for Non-Compliance

Any AAHA Member Association Tier II team determined by the AAHA Executive Committee to be in violation of any of the AAHA Tier II policies shall be referred to the AAHA Disciplinary Committee for a hearing. The AAHA Disciplinary Committee may impose any or all of the following sanctions:

1. Suspension of the Head Coach for the remainder of the current playing season in which the violation occurred AND for the following playing season.
2. Disqualification of the violating team from participation in the USA Hockey National Tournament process.
3. A monetary fine of no more than Five Thousand Dollars (\$5,000.00) to be assessed to the Member Association that the violating team

represents or is rostered through. Monetary fine amount shall be determined by the AAHA Board of Directors.

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~~13.4 Tier I/Tier II State Championships~~ **MOVED ENTIRE SECTION TO PLAYING RULES**

~~13.4.1 Guidelines~~

~~1. Each playing season AAHA shall conduct Arizona State Championships at the following age divisions for the purpose of determining teams to represent Arizona in USA Hockey's National Tournament play according to a schedule approved each year by the AAHA Board of Directors.~~

~~Youth Division: 14U and above as defined by USAH; Tier I and Tier II for each age division.~~

~~Girls Divisions: 14U; 16U; and 19U; Tier I and Tier II for each age division.~~

~~2. The AAHA Board of Directors will announce the Championship dates for each Division prior to October 31st of each year and post to the AAHA website.~~

~~The Arizona Champion of each Youth and Girls Tier (Tier I or Tier II) age Division shall advance to USA Hockey's next level of USA Hockey's National Tournament.~~

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~~3. All final costs (ice, referees, score and timekeepers, awards, etc.) per division, related to the State Championships, shall be shared equally by the teams participating in the Arizona State Championships. All costs shall be subject to review and approval by the AAHA Board of Directors.~~

~~4. Each Member Association wishing to participate in State Championships must be in good standing with AAHA.~~

~~5. Member Associations shall submit a \$1,000 non-refundable fee, for **each** Tier I or Tier II team fielded for the playing season, no later than August 15th each year. The non-refundable fee for **each** team shall be paid by the Member Association that is represented by the team and shall be used to offset the final State Championship fees due per division from each Tier I or Tier II team participating in the State Championships. The non-refundable fee shall be required for **ALL** Tier I and Tier II teams, even if they fail to qualify for the Arizona State Championships and regardless as to whether or not they register as a Nationally Bound team. Fee payment shall be made payable to AAHA and delivered to the AAHA Treasurer. Failure to make the non-refundable fee payment on or prior to August 15th shall~~

~~result in a \$500 penalty (per team not paid) to the delinquent Member Association. Any Member Association that has not paid their non-refundable fee plus penalty fee for a team or teams, representing that Member Association, prior to October 1st shall be referred to the AAHA Disciplinary Committee for review on the subject.~~

~~6. Each Member Association may declare no more than one team in each division to participate in the TIER State Championships. Member Associations that register multiple teams in a division with the Arizona Associate Registrar shall be free to determine which team may represent the Member Association per Division in any manner they wish, but the Member Association shall declare to AAHA, in writing, which team will represent that Member Association in the State Championships no later than 10 days prior to the start of the Tier State Championships in which they will be participating. See Section 13.4.3 for additional information on the State Championship format.~~

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~~7. A final cost per team per division to participate in the State Championships will be forwarded to each Member Association no less than thirty (30) days prior to the state of the State Championships.~~

~~8. A Credentials Meeting shall be held approximately 7-10 days prior to the start of the State Championships. All remaining fees due per participating team shall be due no later than this meeting. A coach and/or manager from each participating team shall be required to attend. No one person shall represent more than one team unless prior approval is granted by the Tournament Director. Failure of a team to have a coach and/or a manager present for the credentials meeting shall result in the suspension of the Head Coach of that team's first game of the State Championship Tournament.~~

~~9. AAHA will pay the entry fee for any team that represents AAHA in the Rocky Mountain District Championships and Tier II Nationals, not to exceed the RMD entry fee per team. Beginning with the 2018-19 playing season, AAHA will pay the entry fee or a maximum of \$1,000 towards the entry fee, whichever is less, for any team that represents AAHA in the Rocky Mountain District Championships.~~

~~— **Beginning with the 2019-2020 playing season,** each team that represents AAHA at either the Rocky Mountain District Tournament and/or USA Hockey's National Championships shall be responsible for payment of their team's entry fee into the tournament.~~

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~~10. All games shall be played in accordance with District/National requirements as outlined in the latest edition of the USA Hockey~~

~~Championship Tournament Guidebook including all games being played to a winner.~~

~~13.4.2 Team Requirements~~

- ~~1. Teams declaring to participate in the Arizona State Championships MUST have their final rosters submitted to the Arizona Associate Registrar no later than December 15th of each year.~~
- ~~2. It shall be the responsibility of each team declaring for right to advance to the Rocky Mountain District Tier I Championships or the Tier II National Championships to schedule a date to review all items as required by USA Hockey with the Arizona Associate Registrar at least 10 days prior to AAHA State Championships. In the case of a team or teams advancing either to the Rocky Mountain District Championships or to the National Tournament without having to participate in the Arizona State Championships that team or teams shall be responsible for having all items required by USA Hockey to be reviewed by the Arizona Associate Registrar at least 3 weeks prior to the first games of the District Championships or National Championships.~~

~~13.4.3 Tournament Formats~~

~~The Tier Committee shall determine an Arizona State Championship Tournament format for the division or divisions that will represent Arizona in the National Tournament. **Effective beginning with the 2019-2020 USA Hockey Playing season**, The Tier Committee shall determine, subject to AAHA Board of Directors approval, an Arizona State Championship Tournament format for the division or divisions that will represent Arizona in USA Hockey's National Tournament on a yearly basis no later than August 15th of that playing season.~~

Commented [SK39]: November 2018 Starting 2019-20 the tier committee will decide format annually

~~The **2018-19** Arizona State Championship format for all Divisions shall be as follows:~~

- ~~1. In a Division of two (2) teams the teams will play a best out of three series. The first team to win two games will be declared the Champion. The third scheduled game in this division WILL NOT BE PLAYED if it is not needed to declare a Champion. All games will be played utilizing USA Hockey's semifinal rules.~~
- ~~2. In a division with three (3) or four (4) teams the teams will play a single Round Robin of games against all other teams in the division. The two teams with the greatest number of points at the end of the single Round Robin will play a best-of three championship series to determine the State Champion. The team with the most points after the single round robin will be declared the Home team. If one or more teams are tied as the top two teams at the end of the single Round Robin, the tie-breaking formula outlined in the most current USA Hockey Championship Tournament Guidebook will be used to break the tie and declare the final two teams.~~

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~~3. In a division of more than four (4) teams, the results of the 4 game season series between all teams in the division shall be used to determine the top four (4) teams which shall advance to the Arizona State Championships. The top four (4) advancing teams shall then play a Championship series as described in 13.4.3, item 2 (above).~~

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14. Player Development

~~14.1 The AAHA Board of Directors shall appoint a Player Development Chairperson to oversee player development and coordinate the Arizona Player Development/Selection Camps (AZPDC)~~

~~14.2 The Player Development Chairperson shall create a committee of coaches who shall develop and implement an instructional curriculum for the Arizona Player Development/Selection Camp(s).~~ THESE TWO SECTIONS NOW COMPRISED WITHIN NEW PROPOSED BYLAW 7.0

14.1 The Player Development Chairperson shall present the location(s) and schedule of the annual Player Development Camp(s) to the AAHA Executive Committee for review.

14.2 Player Development Chairperson shall invite coaches as determined to be needed to assist in the operation and sessions of any AAHA sanctioned Player Development program including the Arizona Player Development/Selection Camps.

14.3 The Player Development Chairperson shall be responsible for extending invitations to those players selected by the coaches of the Arizona Player Development/Selection Camps to attend any Rocky Mountain District sanctioned Development Camp.

14.4 Registered USA Hockey Players who are USA Citizens and of proper age and who are in good standing of AAHA Member Associations as well as any Junior or youth players participating in programs out of state but whose permanent address, as defined by USA Hockey, is located within AAHA boundaries have the right to participate in the AAHA sponsored/ Arizona Player Development/Selection Camps. Junior players that meet the age requirements of the Arizona Player Development/Selection Camps are eligible but must provide proof of their USA Hockey registration information to the Arizona Player Development Chairperson prior to the state of the Camp and are subject to the rules that govern the camp including attendance and playing equipment.

15. Coaching Development

~~15.1 USA Hockey shall appoint a Coaching CEP Coordinator who shall be responsible for coordinating, scheduling and conducting USA Hockey sanctioned Coaching Education Clinic.~~ NOW A PART OF PROPOSED BYLAW 7.0

15.1 Only AAHA Member Associations will have the right to host USA Hockey sanctioned Coaching Clinics

15.2 The AAHA Coaching CEP Coordinator will make available to the AAHA webmaster, a list of USA Hockey sanctioned coaching clinics. The list will contain the dates, times, and locations, education level, fees required; instruction on how to register and

registration deadlines. These clinics will be posted to the USA Hockey website for registration purposes.

15.3 All Team coaches (Head Coach and all Assistants) shall be in compliance with USA Hockey's Coaching Education Program Requirements as outlined in the latest edition of USA Hockey's Annual Guide.

16. On-Ice Officials

16.1 All games involving any AAHA Member Association Teams must be officiated by USA Hockey approved on-ice officials.

All on-ice officials 18 and older must be background screened through the licensed company retained by the AAHA Board of Directors to perform such checks.

16.2 The Associate Registrar for Arizona will make available to the USA Hockey Local Supervisor of Officials a list of all USA Hockey Registered teams as they become available.

17. Member Association Tournaments

17.1 All USA Hockey Sanctioned Tournaments shall be conducted in compliance with the most recent USA Hockey Annual Guide.

18. Financial

18.1 By the August meeting of each year the Treasurer and his/her committee will present the budget for the upcoming year to the AAHA Board for approval.

18.2 All funds of the Affiliate not otherwise employed, shall be deposited, from time to time, to the credit of the Affiliate, or otherwise as the Board or the President shall direct, in such bank, trust companies, savings and loans, or other depositories as the Board may select or as may be selected by any officer or officers of the Affiliate to whom power in that respect shall have been delegated by the Board. For the purpose of deposits and for the purpose of collection for the account of the Affiliate, checks, drafts, and other orders for the payment of monies that are payable to the order of the Affiliate may be endorsed, assigned and delivered by any officer or agent of the Affiliate.

18.3 No contract or other transaction between the Affiliate and any other corporation or other entity and no act of this Affiliate, shall in any way be affected or invalidated by the fact that any Member or Members are pecuniary or otherwise interested in, or are directors, officers or employees of such other corporation or entity. Any Member, individual, or corporation or entity of which such Member may be a director, officer or employee may be a party to, or may be pecuniary or otherwise interested in, any contract or transaction of the Affiliate, provided that the fact that he, she or such corporation or entity is so interested shall be disclosed or shall have been known to the Board, prior to the Board's vote on such contract or transactions and such transaction shall be ratified by a vote of the Board without counting the vote of any interested person. Any Member who is also a director, officer, or employee of such other corporation or entity, or is so interested, may be counted in determining the existence of a quorum at any meeting of the Board that shall authorize such contract

or transaction with like force and effect as if he or she were not such director, officer or employee or not so interested, but he or she shall not have the right to vote on such contract or transaction.

- 18.4 No Committee may maintain a separate bank account without the prior approval of the Board. Any person or group authorized to maintain a bank account must submit to the Treasurer a monthly financial statement by the 15th of the month following and a full yearly statement for the fiscal year within 30 days after the end thereof. These shall be submitted in accordance with the Policies and Procedures as outlined by the Board.
- 18.5 In the event of liquidation, dissolution or termination of this Affiliate, for any reason, any assets remaining after payment of creditors, shall be paid over to any association exempt from taxation under 501(c)(3) of the Internal Revenue Code of 1986, as amended, as shall be selected by the Board of Directors, or failing such selection, as shall be selected by the Superior Court of the State of Arizona.
- 18.6 Except as otherwise required by these Bylaws, any contract or other instrument may be executed and delivered in the name of the Affiliate, and on its behalf by the President, or any officer or officers of the Board authorized to execute and deliver any contract or other instrument in the name of the Affiliate and on its behalf; and such authority may be general or confined to specific instances as the Board may by resolution determine.
- 18.7 All checks, drafts, orders for the payment of money, and insurance certificates shall be assigned or endorsed by such officer or officers or agent or agents of the Affiliate and in such manner as shall, from time to time, be determined by resolution of the Board.
- 18.8 Acceptance by AAHA of sponsorships are at the discretion of, and must be approved by, the AAHA Board of Directors.
- 18.9 Sponsorships and/or donations shall not promote acceptance and/or usage of a regulated or illegal substance or service. These substances and services include, but are not limited to, tobacco, alcohol, or performance enhancers/alterers and gaming.

19. Approved Events/Attendees and Reimbursement Procedures

- 19.1 AAHA will reimburse authorized representatives for travel expenses incurred while attending of authorized events. These expenses must be submitted to the AAHA Treasurer within 30 days of the event and will only be reimbursed after copies of the original receipts are submitted. Credit card statements of expenses are not acceptable. Reimbursements include but are not limited to airfare, hotel, accommodations, rental car, meals and other actual expenses.
- 19.2 The approved events include but are not limited to:
 - a) RMD Mid-Winter Meeting
 - b) RMD Annual Meeting
 - c) USA Hockey Annual Meeting
 - d) USA Hockey Mid-Winter Meeting

20. Board Operating Policies

- 20.1 The Board will announce in advance the dates and times of all meetings on the AAHA website.
- 20.2 Board member should expect meetings to start and end on time.
- 20.3 Board members will inform the AAHA President a minimum of 10 days prior to scheduled meeting date, of matters they wish to include on the meeting agenda.
- 20.4 Whenever possible, the AAHA President will distribute materials supporting action items the Board may consider to Board members before the meeting. Board members will review these materials before the meeting.
- 20.5 Non-Board members wishing to be placed on the agenda must notify the AAHA President in writing or by email at least fourteen (14) days prior to the scheduled meeting. The request should include the subject, the amount of time required, and copies of any materials that Board members need to review.
- 20.6 Each Board member has the responsibility of staying informed on the operations of AAHA. This requires, among other things, timely review of all communications, preparation for meetings, and attendance at all Board and Committee meetings.
- 20.7 Meetings of the Board are open to all members of the Member Associations. The Chairperson may close the meeting to include only the Directors present and voting, to discuss personnel, confidential, disciplinary, or other sensitive matters.
- 20.8 Matters discussed in closed sessions of the Board shall remain within the confines of the Boardroom.
- 20.9 Board members may express their conscience in a professional manner. Board members expressing their opinions will show courtesy to the volunteer efforts of the other Board members.
- 20.10 Board members will set the example in all areas of conduct affecting AAHA both within and outside the boardroom.
- 20.11 The Chairperson presiding at any meeting of the Board, shall rule on eligibility for voting on any issues involving the personal interests of a Board member, subject to being overruled by a majority of directors present and voting at such meeting.
- 20.12 All Board members shall annually sign a Conflict of Interest Statement and return the statement to the President at the first Board of Directors meeting following election of the Board.
- 20.13 The Chairperson presiding at any meeting of the Board shall vote in accordance with the current AAHA bylaws.
- 20.14 The Board will act on all policy decisions and all decisions involving expenditure of

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funds not already approved in the budget. The Board may delegate these specific items to a Committee of the Board.

20.15 The Board has a duty to leave for its successors, clear written policy on all areas of Board responsibility.

~~20.15.1 Any and all Policy and Bylaw revisions must be presented in writing to the Policy Committee prior to **January 15th** of every calendar year to fall within the Policy Bylaw Change Process. As part of this established process, the Committee will then review all proposed revisions and present them to the Executive Committee and Board for review no later than the February Board meeting. Proposed revisions would then be eligible for Board vote at the March Board meeting. Policy and/or Bylaw revisions approved at the March Board meeting would be implemented in the upcoming hockey season. Any revisions proposed after the **January 15th** deadline will need approval from 2/3 of the Board to be considered outside of this established Policy Bylaw Change Process.~~
MOVE THIS TO SECTION 3.1.4 AT BEGINNING OF THIS POLICY AND CHANGE DATE TO DECEMBER 15th

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20.16 Board members will complete accepted assignments on a timely basis.

20.17 The Executive Committee of the AAHA Board will consist of the President, Vice President, Secretary and Treasurer and may meet from time to time to review issues that need to be addressed prior to the next scheduled AAHA Board meeting.

20.18 The Chairpersons of the standing committees of AAHA shall keep the President informed as to the progress, needs and concerns of their committees. The line of communication is Committee member to Committee Chairperson to President.

20.19 Board members shall refrain from being critical of the Board, its members and staff, when communicating with others. Board members will keep any problems with the Board or its policies at the Board level and work to resolve them.

20.10 Board Executive Committee Nomination Process

20.10.1. Candidates for the Executive Committee officer positions must be nominated by seated Directors or may self-declare by submitting a declaration of intent and a platform statement in writing to the Secretary on or before August 25th.

20.10.2. Eligibility of Candidates:
1. All candidates must reside in the State of Arizona.
2. A candidate for the office of President must be a member of AAHA in good standing. The proposed nominee must have accumulated during the past five years, two distinct years of experience as a member of the board of directors, or on any of AAHA's standing

committees, or accumulated the necessary experience deemed appropriate by the nominations committee.

3. A candidate for the office of Vice-President, Secretary and Treasurer must be a member of AAHA in good standing. The proposed nominee must have accumulated during the past five years, one distinct year of experience as a member of the board of directors, or on any of AAHA's standing committees, or accumulated the necessary experience deemed appropriate by the nominations committee.

20.10.3 Biographies of all nominees will be compiled by the Board Secretary and submitted to all currently seated and proposed/incoming Directors 1 week in advance of the Annual meeting for their review.

20.10.4. Nominees may choose to address the Board at the Annual Meeting.

20.10.5. Write-in candidates will not be permitted.

20.10.6. Following the installation of Board of Directors at the annual meeting a written ballot vote shall be taken for the new officers in the following order President, Vice President, Treasurer, Secretary. Specific voting procedures are outlined by the AAHA Bylaws.

21. Records Retention Policy

- 21.1 AAHA will retain records in an orderly fashion for time periods that comply with legal and government requirements. The following holding periods will be utilized for the maintenance of the documents listed below:

Accounting Records

Accounts Payable	7 years
Accounts Receivable	7 years
Audit Reports	Permanent
Chart of Accounts	Permanent
Depreciation Schedules	Permanent
Expense Reports	7 years
Financial Statement (annual)	Permanent
General Ledger and General Journals	Permanent
Purchase Orders and Correspondence	7 years
Purchase Requirements	2 years
Tax Returns and Working Reports	Permanent
Trial Balances (annual)	Permanent

Bank Records

Bank Reconciliations	3 years
Bank Statements	7 years

Canceled Checks	7 years
<u>Corporate Records</u>	
Board Minutes	Permanent
Bylaws, Charters, Articles of Incorporation	Permanent
Business Licenses	Permanent
Legal and Tax Correspondence	Permanent
Contracts – Minor	Life + 4 years
Insurance Policies, Accident, Claims	Life + 4 years

21.2 AAHA League, Association and Independent Team Members shall establish a record retention policy that addresses accounting, bank, corporate, and employee records as appropriate. Additional records that may be applicable to the AAHA membership include:

<u>Accounting Records</u>	
Loan Payment Schedules	7 years
Fixed Asset Purchases	Permanent
<u>Bank Records</u>	
Checks for Capital Purchase	Permanent
Electronic Payment Records	7 years
Petty Cash Vouchers	3 years
<u>Corporate Records</u>	
Contracts – Major	Permanent
Contracts – Minor	Life + 4 years
Insurance Policies, Accident, Claims	Life + 4 years
Leasehold Improvements	Permanent
Lease Payment Records	Life + 4 years
<u>Employee Records</u>	
Benefit Plans	Permanent
Employee Files (Terminated)	10 years
Employee Applications	1 year
Payroll Records and Employee Taxes	7 years

22. Whistleblower Policy

22.1 A whistleblower as defined by this policy is an AAHA member, volunteer, executive committee member, or board member of AAHA who reports an activity that he or she considers to be illegal or dishonest to one or more other parties specified in this policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

22.2 Examples of illegal or dishonest activities are violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting.

22.3 If a member or volunteer has knowledge of/or a concern of illegal or dishonest

fraudulent activity, the member or volunteer is to contact the AAHA President who is responsible for investigation and coordinating corrective action. The member or volunteer must exercise sound judgment to avoid baseless allegations. A member or volunteer who intentionally files a false report of wrongdoing will be subject to discipline up to and including suspension. If the allegation involves the AAHA President, then the member or volunteer should contact the Executive Committee.

- 22.4 Whistleblower protections are to cover two important areas; confidentiality and retaliation. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals of their legal right of defense. There shall be no retaliation against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse action such as suspension, fines or threats of physical harm. Any whistleblower who believes he or she is being retaliated against must contact the AAHA President immediately. If the allegation involves the AAHA President, then the member or volunteer should contact the Executive Committee. The right of the whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.
- 22.5 Members or volunteers with any questions regarding this policy should contact the AAHA President.

23. Transgender Athlete Policy

- 23.1 As set forth in Section 3.13 of this Policy and Procedure Manual, and consistent with Section 7.01 of the AAHA Bylaws, AAHA must develop policies to effectuate the core values of USA Hockey.
- 23.2 AAHA, like USA Hockey, supports diversity and inclusion in all aspects of hockey. AAHA, like USA Hockey, believes that recreational ice hockey should adopt and promote an inclusive policy that focuses on allowing athletes to participate on a team that is consistent with their gender identity.
- 23.3 To that end, AAHA hereby adopts any and all policies of USA Hockey concerning transgender individuals, as they may be adopted and updated from time-to-time, including but not limited to the USA Hockey Transgender Athlete Eligibility Policy.

24. Confidentiality Policy

- 24.1 AAHA values the privacy of individuals and entities within its jurisdiction. This Confidentiality Policy is intended to be consistent with those values. Nothing in this Confidentiality Policy is intended to supersede any other obligations concerning confidentiality or nondisclosure that may arise under any rules or procedures of USA Hockey, any rules or procedures of any Member Organization under the jurisdiction of AAHA, or under any federal, state, or local laws concerning privacy or nondisclosure of information.
- 24.2 A "Responsible Person" is any person who holds one or more of the following positions with AAHA or with an entity that controls, is controlled by, or is under common control with AAHA: any member of the Board of Directors (including both voting and nonvoting members); officer; member of a council, committee, or similar body; member of staff; member of a task force or other similar ad hoc committee; member of a hearing or appeal panel regarding a disciplinary matter; any employee; or any other person determined by the Board of Directors of AAHA to be subject to this Confidentiality Policy.
- 24.3 Each Responsible Person shall exercise reasonable care not to disclose confidential information acquired in connection with the Responsible Person's status, the disclosure of which information may be adverse to the interests of AAHA.
- 24.4 No Responsible Person shall use confidential information for his or her personal gain.
- 24.5 The following types of information received by a Responsible Person in the performance of his or her responsibilities as a Responsible Person shall be treated as confidential unless otherwise determined by the Board of Directors:
 - a. Information regarding the hiring or termination of employees;
 - b. Employee evaluations and compensation;
 - c. Information about contractual relationships with third parties;

- d. Financial information; and
- e. Membership data, including any identifying or contact information for any individual member(s) of AAHA or its Member Organizations, or within AAHA's records.

24.5.1 The above is not intended to be a complete list of all types of information that may be considered confidential. Responsible Persons are encouraged to use their reasonable judgment in determining what may information be considered confidential and should err on the side of nondisclosure. As stated above, nothing in the foregoing is intended to limit any other nondisclosure obligations that may apply under any other rules or procedures of USA Hockey, AAHA, or any Member Organization, or under federal, state, or local law.

24.6 Any Responsible Person who fails to comply with the provisions of this Confidentiality Policy shall be subject to such sanctions or other action by AAHA as may be deemed appropriate.

25. Conflicts of Interest Policy

25.1 While conflicts of interest are not prohibited, they must be duly considered by AAHA. This Conflicts of Interest Policy (this "Policy") is intended to help: directors, officers, employees, members of councils, committees, and similar bodies; and other certain other persons identify situations that present possible conflicts of interest and to provide AAHA with procedures whereby potential conflicts of interest may be reviewed.

25.2 Conflicts of interest exist where an individual's activities or relationships present: the potential for improper personal gain or advantage; or an adverse effect on the interests of AAHA. It is impossible to list every circumstance giving rise to a conflict of interest; however, this Policy will serve as a guide to the types of circumstances that create conflicts of interest. Because the nature of the business of AAHA requires great public respect for, and trust in, the reputation and integrity of AAHA, and because AAHA operates in the public spotlight, AAHA is expected to conduct its affairs in a manner consistent with high ethical principles. AAHA correspondingly requires Responsible Persons (as defined below) to act in the same manner.

25.3 It is recognized that many persons serving in paid, volunteer, and other roles with AAHA may also have volunteer, employment, management, ownership, and other relationships with other entities involved in hockey and related activities that may give rise to fiduciary and similar obligations to those other third parties. Ordinarily, a Responsible Person's obligations to AAHA and a third party are not in conflict; however, when Conflicts of Interest arise, a Responsible Person may also have a duty to AAHA. If a Conflict exists, then the Responsible Person must recuse themselves from involvement in the matter as more fully set forth in Section 25.6 below. This Policy is intended to preserve the integrity of decisions and actions taken by AAHA while recognizing that Conflicts of Interest may arise.

25.4 **Definitions.** As used in this Policy, the following capitalized terms shall have the meanings indicated.

- “Agent” refers to a person serving as a director, officer, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, conservator or other legal representative of an entity or individual.
- “Board” is the Board of Directors of AAHA.
- “Control” exists if an entity or individual either (i) owns, directly or indirectly, at least fifty percent (50%) of the equity ownership of another entity, or (ii) has the right, directly or indirectly, to direct or cause the direction of the management and policies of another entity, whether through the ownership of voting interests, by contract, or otherwise.
- “Family Member” is a spouse, parent, child or a spouse of a child, brother, sister or spouse of a brother or sister, of a Responsible Person.
- “Related Organization” is an entity that controls, is controlled by, or is under common control with AAHA, including but not limited to Member Organizations.
- “Responsible Person” is any person who holds one or more of the following positions with AAHA or a Related Organization: any member of the Board of Directors (including both voting and nonvoting members); officer; member of a council, committee, or similar body; member of the AAHA staff; member of a task force or other similar ad hoc committee; member of a hearing or appeal panel regarding a disciplinary matter, or any other person determined by the Board of Directors to be subject to this Policy.
- “Transaction” is any contract, transaction, agreement, or relationship involving the sale or purchase of goods, services, or rights of any kind, the providing or receipt of a grant or loan, or the establishment of any other financial relationship with AAHA or a Related Organization.

25.5 **Existence of a Conflict of Interest.**

A “Conflict of Interest” or “Conflict” exists when a Responsible Person’s activities or interests, whether direct or indirect, materially interfere with, influence, or have the potential to materially interfere with or influence, his or her responsibilities on behalf of, or owed to, AAHA, or to otherwise undermine the interests of AAHA. For example, where a Responsible Person has a financial interest, directly or indirectly, in a Transaction, the potential for a Conflict of Interest exists. This definition of Conflict of Interest is intended to be interpreted broadly because the appearance of impropriety can be just as damaging as actual impropriety. Therefore, a Conflict of Interest exists whenever the public may reasonably infer from the circumstances that there is or could be such a conflict. Conflicts of Interest include, without limitation, the following types of circumstances and related examples, which are presented for illustration purposes and are not intended to be an exhaustive list of all potential Conflicts of Interest:

- When AAHA is considering entering into a Transaction with a Responsible Person or Family Member.

- Example:** Approval of the Board is sought for an agreement for the provision of consulting services by a director of Organization.
- When AAHA is considering entering into a Transaction with an entity (other than a Related Organization) or individual in which a Responsible Person or Family Member has a financial interest or is an Agent.
Example: Approval of the Finance Committee of AAHA is sought for a banking relationship with a company of which an AAHA director is the Vice President.
 - When a Responsible Person engages in activities competing with AAHA or a Related Organization, including in the provision of services for, or in any other transaction or arrangement with, a third party.
Example: An officer of AAHA agrees with a national governing body other than USA Hockey to promote the other national governing body in negotiations with potential sponsors or licensees.
 - When a Responsible Person has a financial interest in an entity or individual that competes with AAHA or a Related Organization, including in the provision of services for, or in any other transaction or arrangement with, a third party.
Example: The spouse of an officer of AAHA works for or is an investor in a company that competes with AAHA or a Related Organization, or in a company that provides services to a company that competes with AAHA or a Related Organization.
 - When a Responsible Person accepts gifts, excessive entertainment or other favors from any individual or entity that does, or is seeking to do, business with AAHA or a Related Organization, if it might be concluded that such action was intended to influence or might influence the Responsible Person in his or her duties to AAHA. This does not preclude the acceptance of items of nominal or insignificant value that are clearly tokens of respect or friendship and not related to any actual or potential transaction or activity of AAHA or a Related Organization.
Example: The chair of the Finance Committee of AAHA is offered free use of a lake home belonging to the President of an organization that has a financial proposal under review by AAHA.
 - When a Responsible Person has a financial interest, or is an Agent of, an organization that is reasonably likely to be impacted (financially or otherwise) by an action or decision made by the Responsible Person in his or her capacity acting on behalf of AAHA.
Example: A committee member who works for a league, program or other organization is called upon to vote or make a decision on a matter materially impacting the league, program or other organization.
Example: A director working or volunteering for a Tier I program serves on a committee for determining whether to grant Tier I status to competing programs.
 - When a Responsible Person's activities or interests, whether direct or indirect, interfere with, influence, or have the potential to interfere with or influence his or her responsibilities on behalf of AAHA or undermine the interests of AAHA.
Example: A director has a significant client that owns or operates a facility being considered as the host of an AAHA event.
Example: An officer serves on a hearing panel or appeal panel involving

discipline against a member of the officer's program.

25.6 Policy and Procedure. The procedures in this Section are designed to help Responsible Persons identify situations that present potential Conflicts of Interest and to provide AAHA with a procedure for independent review and, when appropriate, approval of a circumstance in which a Responsible Person has or may have a Conflict of Interest. The policy is intended to comply with the procedure prescribed in the Arizona Non-Profit Corporation Act, A.R.S. § 10-3864, which governs conflicts of interest for directors and officers of nonprofit corporations.

25.6.1 Reporting Conflicts of Interest. Prior to Board, Executive Committee, or other action on a matter involving a Conflict of Interest (including any decision or any Transaction), a Responsible Person who believes he or she has a Conflict of Interest shall disclose all facts material to the Conflict of Interest as follows:

- (a) In the case of Board or Executive Committee action, to the President;
- (b) In the case of action by a council, committee, task force, other ad hoc committee, or hearing or appeal panel, to the applicable chair (for example, a member of a Committee who believes that he or she has a Conflict of Interest shall report the matter to the chair of the committee); or
- (c) In the case of action by AAHA staff, to the President.

Such disclosure shall be made by the person with the Conflict prior to or at the meeting. To aid in the process of identifying and reporting Conflicts, Responsible Persons shall submit a Conflict of Interest Statement to the President on an annual basis.

The individual to whom the disclosure is made shall report the disclosure at the meeting prior to consideration of the matter involving the Conflict, and the disclosure shall be reflected in the minutes of the meeting. If the person having the Conflict of Interest is the President, then the required disclosure shall be made to, and the required report shall be made by, a Vice President or another officer.

For any other Conflicts of Interest not described above, the Responsible Person who believes he or she may have a Conflict of Interest shall disclose to the President the facts relating to the potential Conflict of Interest.

A Responsible Person with a Conflict of Interest shall refrain from any action that may affect AAHA's participation in the subject Transaction or other decision or action of AAHA, and such Responsible Person shall not attempt to exert his or her personal influence regarding the matter.

Individuals or bodies of AAHA with questions about procedures for disclosure and review of Conflicts of Interest may seek advice from designated legal counsel for AAHA, who may answer such question or refer such question to a member of AAHA or other designee.

25.6.2 **Unreported Conflicts of Interest.** At the direction of the President or designated legal counsel for AAHA, AAHA may review any matter to be considered by the Board, or a council, committee, task force, other ad hoc committee, hearing or appeal panel, or other body of AAHA, to determine whether a Responsible Person has a Conflict of Interest, and if it is determined that a Conflict exists the procedures herein shall apply.

25.6.3 **Review of Conflicted Transactions.** For matters in which a Responsible Person has a Conflict of Interest, the Board, Executive Committee, council, committee, task force, other ad hoc committee, hearing or appeal panel, or other body of AAHA, as applicable, shall review each Conflict of Interest that is reported to it, and may approve the matter if the material facts as to the matter and the Conflict of Interest are fully disclosed or known to the body considering the matter, and the body approves the matter in good faith by the affirmative vote (without counting the person(s) with the Conflict) of a majority of the disinterested members of the body at the meeting, even though the disinterested members constitute less than a quorum for such meeting.

25.7 A Responsible Person who believes he or she has a Conflict of Interest may participate in the body's discussion of the matter if they have disclosed the material facts related to the Conflict and all parties related to the subject of the matter are present or represented; provided however, the chair of the body considering the matter may provide an opportunity for the body to discuss the matter without the person with the Conflict of Interest present. The person with a Conflict of Interest may not vote on the subject matter. The chair has the power to require the interested person to leave the room while the vote is taken and/or during deliberations.

25.8 The minutes of the meeting of the body reviewing a Conflict of Interest and making a decision on the underlying matter shall reflect (1) the matter under consideration, (2) the Responsible Person with a Conflict of Interest, (3) the Responsible Person's ineligibility to vote and/or absence from the meeting during any discussion or vote, and (4) the decision of the body on the matter under consideration.

25.9 For all other Conflicts of Interest, the President shall determine whether the Conflict of Interest should be reported to or acted on by the Board or other body of AAHA. The President may also determine whether review and resolution of a Conflict of Interest should be handled by another party or body of AAHA, including a special committee designated by the President. In each case, the President may direct and address review and resolution of the matter in the President's discretion, and shall make a written record of the disclosure of the Conflict of Interest and related decision on referral of the matter.

25.10 Questions : If it is not clear whether a Conflict of Interest exists, then a Responsible Person with a potential Conflict should err on the side of caution and transparency.

APPENDIX A: AAHA TIER 1 APPLICATION

- A. Name of proposed Tier I Association
- B. Description of the Tier I Association
 - 1. Association Structure
 - 2. Mission Statement
 - 3. Personnel (include contact information, cell phone and email for each):
 - i. Hockey or coaching director
 - ii. Head coach of each team, including certification level, module completion, years of experience, background date and completion of USA Hockey's SafeSport program
 - iii. Team manager of each team, including years of experience, background screening date and completion of USA Hockey's SafeSport Program
 - iv. Association Registrar
 - v. Association President
 - 4. Team Rules and/or expectations
- C. Practice plan that demonstrates the time slots and days of the week for its' proposed Tier I teams which shall include:
 - 1. Name of home rink and/or practice facility
 - 2. Number of planned practices per week
 - 3. Letter of intent from home ice rink supporting ice needs for upcoming season
 - 4. Scope and evidence of a supporting off-ice development program
- D. A Fact Sheet as defined in Paragraph 13.2.4.5 of the above Youth Tier I Selection Process.
- E. Compliance statement of intent, ability, and procedures to comply with:
 - 1. USA Hockey rules, including complying with all USA Hockey's Coaching Certification requirements
 - 2. AAHA Bylaws, Policies, Rules and Regulations
 - 3. Tier Committee
- F. Any other information determined to be necessary by the Tier Committee or the AAHA Board of Directors.

APPENDIX B: ~~AZYHL POLICIES AND PROCEDURES~~ MOVED MAJORITY OF THIS SECTION TO PLAYING RULES WITH EXCEPTION OF LEAGUE CLASSIFICATION/DIVISIONS & ROSTERING & REGISTRATION INFORMATION THAT WERE ADDED INTO 10.6.1.1

Article 1—Name

~~The name of this association shall be the Arizona Youth Hockey League, Inc. and may be referred to hereinafter by the letters AZYHL.~~

Article 2—Purposes

~~The purposes of the AZYHL are:~~

- ~~1. To operate a highly competitive hockey league in the geographic area of Arizona and to encourage a continuing drive for the highest standards of excellence and sportsmanship in hockey play among member teams.~~
- ~~2. AZYHL shall operate under the auspices of USA Hockey, the Arizona Amateur Hockey Association, Inc. (AAHA) and of any other association (governing association) by which AZYHL may elect to be governed. AZYHL shall not be conducted for pecuniary profit.~~

Article 3—Membership

- ~~1. Application for membership in AZYHL shall be open to any recognized AAHA association, and such other associations which meet the same AAHA standards, which may be based out of the regional southwestern states. Membership may be limited by practical considerations on the maximum number of associations that can be effectively accommodated in AZYHL and by judgments of the ability of prospective members to comply with the standards set forth in this Article.~~
- ~~2. All participating players must qualify to appear on an official USA Hockey roster for that team. AAHA roster rules are in effect; this includes but is not limited to "playing up".~~
- ~~3. At the Pre-Season Seeding Round Robin, subject to the AZYHL Tournament's Committee's recommendation, non-tier teams can be moved between age Levels in order to create a more competitive season.~~
- ~~4. Unless otherwise approved by the AZYHL Committee, each member association may field only one (1) team in the Squirt through Midget age classification and level plus 1 at large team for the opportunity for a fourth team. The AZYHL levels are as such:
 - ~~a. Squirt : Minor, Major, Elite~~
 - ~~b. Pee wee: Minor, Major, Elite~~
 - ~~c. Bantam: Minor, Major, Elite (may include Tier II teams)~~
 - ~~d. Midget U16: Minor, Major, Elite (may include Tier II teams)~~
 - ~~e. Midget U18: Minor, Major, Elite (may include Tier II teams)~~~~
- ~~5. Standards that are used in considering prospective league members and for judging whether current member associations are meeting the AZYHL qualifications as follows:
 - ~~a. The ability to field competitive teams in the age and ability classifications at which AZYHL is conducting competition.~~
 - ~~b. Provide sufficient "home" ice time, under satisfactory conditions, to fulfill the schedule of games.~~
 - ~~c. Demonstrate attitudes and conduct that are compatible with other member associations in matters such as cooperation, rules, enlisting and recruiting players and the conduct of players, parents, and coaches, etc.~~~~

- d. ~~Each member association is expected to conform to all of the provisions of the AZYHL as well as AAHA By Laws. If a member association is found to be in violation of these provisions by an investigation and report by the Committee, the member association in question will be placed on probation for the term of one year by a majority vote of the AZYHL Committee at the next regularly scheduled AZYHL meeting.~~
- e. ~~If the violation, which caused the probation, is not resolved or if any additional violation occurs during the term of probation, the offending member association may be placed on suspension by a majority vote of the AZYHL Committee for a term of one year. A member association that has been placed on suspension:~~
 - i. ~~Will retain the rights and privileges that are provided by Article 4 of the league Policies and Procedures.~~
 - ii. ~~May field teams to participate on a scheduled exhibition basis but such participation will be ineligible for season awards, play off awards and listing in the league standings.~~

Article 4 — AZYHL Committee

~~The AZYHL Committee shall consist of one Representative from each participating member association plus any Honorary Representatives.~~

- 1. ~~The Committee shall manage all matters concerning the conduct of AZYHL.~~
- 2. ~~An annual meeting of the Committee shall be held in May of each year. Monthly meetings may be held on dates to be predetermined when applicable.~~
- 3. ~~Any member association that does not send a representative to a Committee meeting shall forfeit their right to protest any decisions made with regard to the daily operations of the AZYHL.~~

Article 5 — Rules and Regulations

- 1. ~~The Committee may adopt rules and regulations for AZYHL that are consistent with those of AAHA and USA Hockey.~~

PLAYING PROCEDURES

Article 1 — Team & Player Registration & Eligibility

- 1. ~~Registration & Eligibility:~~
 - a. ~~Unless otherwise required by the Committee, at the July AZYHL regularly scheduled Committee meeting, each association should declare the final number of teams that will be fielded for their association at each level for scheduling purposes.~~
 - b. ~~Each member association shall provide a detailed club directory as requested and formatted by the AZYHL Committee. This directory shall include at a minimum the member association's home rink(s) information, it's AZYHL Representative, Registrar, Hockey Director (if applicable), website and personnel corresponding email addresses. In addition, the member associations detailed club directory shall include its AZYHL teams, by division along with Head Coach and Manager Information for each team.~~
 - c. ~~All member associations shall have an email address to receive any and all AZYHL correspondence. The e-mail address shall be included in the documentation provided to AZYHL under Article 1b.~~
 - d. ~~The privilege of playing in AZYHL is limited to teams rostered by AAHA Member Associations, and to teams of non-member associations who have been granted playing privileges by the Committee. Teams of non-member AAHA associations must apply to~~

~~the AZYHL Committee for permission to play. The Committee shall exercise its discretion regarding acceptance of said application. Such participating teams are subject to all of AZYHL's Playing Rules and Regulations and By Laws, including rostering, player eligibility, scheduling duties and obligations, AZYHL Tournament, and disciplinary rules as directed by USA Hockey.~~

- ~~e. All girl teams shall have the following options for entry into AZYHL playing divisions:
 - i. All girl teams must adhere to USA Hockey rules but will be permitted to "play down" as appropriate to be competitive as approved by AAHA. At the 14U, 16U and 18U levels when playing a boys team the "non-checking" rule shall be enforced.~~

~~d. Roster Registration~~

- ~~a. Each team manager of all member associations shall submit the following information to AZYHL:
 - i. Each team manager shall enter into the AZYHL online scheduling system all required information for each of their team's players, coaches and manager(s) in the appropriate area for roster management no later than 7 days prior to your AZYHL first scheduled league game. This information shall be considered the Completed Roster for the team for purposes of participating in all AZYHL games.
 - ii. Players may be added to a Completed Roster only with the prior approval of AZYHL and by submitting the following to the AZYHL Registrar: Written confirmation of AZYHL approval of the roster addition submitted to the AZYHL Registrar via fax or e-mail and an update of the team's roster on the AZYHL online scheduling system to include said player. No roster changes will be accepted by AZYHL after December 31.~~

~~3. State Championships and Playdowns~~

- ~~a. AZYHL State Championship tournament is limited to AAHA non-tier registered teams. In order for a player, at all levels, to qualify to play in any AZYHL State Championship Tournament Games (including a qualifying game to make the team eligible for the AZYHL Tournament), a player must have participated in a minimum of 80% of the team's AZYHL League games (including the seeding round). Tournament and exhibition games will not to be considered when determining the 80% minimum. Protested games (or periods) which are replayed in whole or in part, will not be included toward the minimum game requirement if the player in question was not properly rostered at the time of the original game.~~
- ~~b. If during the course of playdown and/or tournament games, it is determined that a player has not met the applicable eligibility rule and has participated in these games, that player's association will be subject to the loss of any/all games in which the player in question has participated.~~

~~4. Rosters~~

- ~~a. For the purposes of this Rule, "rostered" shall mean the player is eligible to play in a game according to AZYHL, AAHA, and USA Hockey rules. If the player is ineligible to play because of injury, the player's missed games due to injury shall not be included for the purposes of determining eligibility. It is the responsibility of the team manager to ensure that score sheets are accurately prepared so that it may be determined if a player is injured (marked INJ on score sheet), suspended (marked SUSP on score sheet), or simply absent for non-medical reasons (marked ABS on score sheet) for each game. Further, it is the responsibility of the team manager to collect and retain~~

~~a legible copy of each and every score sheet for all AZYHL seeding round and regular season games played (HOME and AWAY) by that team. Further, it is the responsibility of the team manager of the participating team to submit to the Chair of the AZYHL Committee (by fax or by email) within 48 hours after the game is concluded, a copy of the score sheet from any game in which a player or coach received a penalty or penalties requiring a suspension. Finally, it is the responsibility of the team manager to submit to the Chair of the Committee (by fax or email) within 48 hours after the game is concluded, a copy of the score sheet in which any player or coach from that team served a suspension.~~

- ~~b. Any proposed exceptions to these Rules must be reviewed by the Committee on a case-by-case basis, working under the rules of AAHA and USA Hockey.~~
- ~~c. Once a player and/or parent/guardian have signed the roster, that player is "frozen" to that team.~~
- ~~d. During pre-season scrimmages and/or practice games, movement of players between different levels for purposes of balancing teams within the same association will be considered acceptable procedure.~~
- ~~e. No player may be rostered for more than one (1) AZYHL team. There is only one exception to this rule. The exception is for goalies, and only under the following conditions:
 - ~~i. In addition to members of the second registered team who are identified as goalkeepers, a player may be rostered on the second team only as a back-up goalie. This must be clearly designated on the roster approved by AZYHL or the association's governing jurisdiction for associations outside AAHA. Designations for goalkeepers shall be "G" (Goalkeeper) and "BUG" (Back-up Goalkeeper).~~
 - ~~ii. The Back-up goalie can only play as back-up when the primary goalie is unable to play due to injury, illness, or misfortune.~~
 - ~~iii. Back-up goalie may not play in any Tournament games, unless approved by the Tournament Committee or the Committee prior to game play.~~
 - ~~iv. The back-up goalie must be rostered on a team within the same association and playing at a skill level below the team level on which he or she is rostered as a BUG. The back-up goalie must come from the team at the same age group and next lower skill level. For the AZYHL team within an association at the lowest skill level of any age category, the BUG must come from the association's AZYHL team at the next lower age category and highest skill level.~~
 - ~~v. Players, and/or coaches, shall not participate in any AZYHL game while under suspension by USA Hockey, AAHA (or the equivalent governing body of associations located outside Arizona), AZYHL, or any other league in addition to AZYHL in which the team may participate. While under suspension, coaches and players are not allowed to be in contact with the bench by use of hand signals, headsets, electronic devices or any other means of communication.~~~~

Article 2—Season & Schedule

- ~~1. Scheduling and playing of AZYHL League games shall take precedence over all other games, except State Tournament games. League games shall mean those games which count towards the AZYHL standings.~~

- ~~2. Each year the Committee shall establish the AZYHL season. All games are to be played by or on the final day of the regular season. League standings shall determine Divisional Champions.~~
- ~~3. Final standings, determining eligibility for and placement in the AAHA State Championship non tier tournament, are to be based on games played by the close of the season and properly reported. If there is sufficient time between the close of the season and the beginning of the tournament and if one (1) game that could affect the participation in the tournament, the Tournament Committee has the discretion to give approval for the game(s) to be played and included in the standings.~~
- ~~4. Out of town teams
 - ~~a. The in town "away" team will provide the out of state "home" ice and arrange refs~~
 - ~~b. Coordination and Cooperation is needed to insure that the Out of State teams will have a minimum of 4 games per weekend~~
 - ~~c. Scheduling consideration will be made whenever possible for the Out of State team association who travel with multiple teams to play the same weekends so their teams may travel together i.e. Rhinos Bantam and U16 teams~~
 - ~~d. One week prior to the scheduled games the In State "away" team will provide the Out of State "home" team an invoice for ice and refs for their "home" games (utilizing AZYHL standardized form)~~
 - ~~e. Upon arrival the Out of State team manager will meet with the In State team manager and present payment via check~~
 - ~~f. The AZYHL will make every effort to secure ice at the expense of the Out of State teams for any games that will be contested between two Out of State teams while in Arizona in order to help reduce the travel expenses for the Out of State teams.~~~~
- ~~5. During the Scheduling meeting, each member association will be limited to one (1) scheduler per team plus one master scheduler. Any additional attending members may be asked and will be required to leave the scheduling meeting.
 - ~~a. All participating associations must have ice schedulers present at all Scheduling meetings.~~~~
- ~~6. Scores for all AZYHL Seeding Round and Regular Season games must be recorded on AZYHL's electronic recording system by the HOME TEAM within 48 hours after the game is concluded, or no later than the time and date set by AZYHL for recording of all game scores for that Seeding Round or Regular Season.~~
- ~~7. If any HOME TEAM fails to record the score of any game on AZYHL's electronic system within the deadline set by AZYHL for that Seeding Round or Regular Season, the result of that game will be considered a LOSS for the HOME TEAM, subject to review by the Committee. The Committee will determine Regular Season final standings based on scores recorded on the AZYHL electronic system and losses imposed for failures to record game scores, and thereafter the Tournament Committee will meet and arrange the pairings based on the final and approved standings. Any challenges to the Regular Season final standings must be made by the member association's President or AZYHL Representative directly to the AZYHL Committee within twenty four (24) hours after final standings are announced on the AZYHL website. The Tournament pairings will be announced after review of any challenges.~~
- ~~8. All AZYHL games will be played; FORFEIT GAMES ARE NOT ALLOWED. Any AZYHL game that is not played as originally scheduled is to be rescheduled as soon as possible. Any postponement of a game must be done at least 24 hours prior to game time (except in case~~

of inclement weather or rink equipment malfunction). If a game is postponed for any reason, it must be rescheduled before the end of the regular season or seeding round, as applicable.

9. ~~Both teams are responsible for scheduling the game, but the team canceling or causing the scheduled game not to be played, shall have the greater responsibility to make concessions to the convenience of the non-canceling team, and must make every effort to play the game at the originally scheduled home team's rink. The HOME TEAM is responsible for recording the rescheduled game on the AZYHL electronic system on or before the date and time for which the game is rescheduled. Teams having difficulty in rescheduling a game should promptly notify their AZYHL representative, who shall contact the opposing team's AZYHL representative, to settle the matter between the associations. At no time will the regular season be extended to accommodate re-scheduled games. All games must be played within the dates specified in the AZYHL calendar. If the matter cannot be settled between the AZYHL representatives, they should contact a member of the Committee. The Committee may determine the party, which failed to cooperate and that failure will result in a loss. Any potential forfeit is subject to the jurisdiction of the Committee.~~

10. ~~All scheduled AZYHL games must be played in a timely manner and all teams must fully participate in such games. THERE ARE NO FORFEITS ALLOWED IN the AZYHL LEAGUE! The Committee shall have the authority to: (1) review circumstances relating to possible forfeits and the steps taken by the teams to play the game, (2) determine when and where an unfinished and potentially incomplete game is to be played, (3) make recommendations to the Committee on how "points" for a game, subject to a potential forfeit, will be awarded, (4) recommend the incomplete game is judged to be "detrimental to hockey", and (5) take such steps to protect the integrity of AZYHL.~~

~~Policy Interpretation: This rule gives the Committee (after investigation) the ability to impose sanctions against players, coaches, teams, managers, and associations, which may include:~~

- ~~• Monetary penalties;~~
- ~~• Deduction of "points" from a team's standing;~~
- ~~• Directions to play a disputed game at a certain time or place;~~
- ~~• Suspension or removal of any player, coach, manager, or team;~~
- ~~• Any combination of the above~~

11. ~~As a policy, only 1 team per member association will be permitted in each age division level. The AAHA board governs AZYHL and as such will take direction from the AAHA board should an association petition for an additional team per division. Only after the pre-season seeding round robin should teams demonstrate they were placed in the wrong division adjustment up or down will be made.~~

12. ~~All non-tier teams in a given age division and the same Level of competition, will play the same number of League games.~~

13. ~~AZYHL consists of numerous Member associations, some located near each other and some located several hours away in travel distance. AZYHL Seeding Round, Regular Season and AAHA State Tournament games may be played on weeknights or on weekends. Game times will abide by USA hockey and Safesport.~~

Article 3 – AZYHL Playing Rules & Regulations

1. ~~The managers and coaches in charge of a team for an AZYHL game (including tournament games) shall be regarded as responsible for their team's player, goalkeeper and coach~~

eligibility, and for the conduct of their team officials, players and parents during that game and while at the place where the game is being played.

2. ~~Each manager, head coach and assistant coaches are obligated when requested, to do whatever possible to assist game officials and others involved in controlling the spectators at that game who are traveling along with the team, or when playing at their home rink. Suspension for the coach or manager or the entire team, or an assigned loss of the game could result from lack of such action in attempting to control any person or group in the arena.~~
3. ~~Each team must provide a penalty box attendant to act in the capacity of an off-ice official as defined by USA Hockey.~~
4. ~~Each team may dress a maximum of 18 skaters plus two (2) goalkeepers. All players must wear numbered uniforms in the proper team colors. Team socks must be mirror image. Players shall wear the same number on both home and away uniforms for all AZYHL league and tournament games. It is the responsibility of each AZYHL team to bring both Home and Away jerseys to all league and tournament games. Player names on jerseys are not required.~~
5. ~~All players must wear protective equipment recommended by USA Hockey during games and warm-ups.~~
6. ~~All score sheets must be made available to the visiting team.~~
7. ~~The traditional handshake will take place after each game.~~
8. ~~Only players in uniform and Team Officials (up to a maximum of four (4) shall be permitted to occupy the bench. A Team Official is any person on the player's bench who is not on the game score sheet as an eligible player or goalkeeper. All such persons must be registered in the current season as a coach with USA Hockey, and must have attained the appropriate certification level as required by AAHA. A player or goalkeeper on the roster who is unable to play, other than through suspension, may be on the player's bench without being considered a Team Official, if he/she is wearing the team jersey and all required head and face protective equipment.~~
9. ~~All players or coaches who have been suspended cannot participate in any games during their suspension. Definition of participation includes "communications with the bench", or "sitting on the bench." Any infraction of this rule shall result in the mandatory appearance before the AZYHL Committee.~~
10. ~~Coaches may NOT step foot on the ice other than when directed to do so by game officials and during the end of game handshake. Each rink shall make the players benches accessible via off-ice entrances.~~
11. ~~Playing Times/Penalty Times:
 - a. ~~Playing times for all games (seeding round, regular season and tournament) will be stop-time periods, except as set forth below. The same period lengths and penalty times for the seeding round, regular season and tournament games shall be the same. The host team will schedule for Squirt and Peewee age groups at least seventy minutes of rink time for any game. All periods will be 13 minute stop-time. For Bantam and Midget age groups at least seventy five minutes of rink time for any game. All periods will be 14 minute stop-time.~~
 - b. ~~If the stop time periods as specified cannot be played because of a team being late, it shall be rescheduled by agreement between the coaches. In addition, the minimum time for the warm up preceding the game shall be no less than Three (3) minutes. Further, in the event of an injury, both coaches must agree~~~~

- upon third period time. Notwithstanding the provisions of this rule, should the competing coaches agree to play the game not in compliance with these playing times, penalty times and clock operation, once the game is started, the results of that game will be absolute and final.
- c. For AZYHL League Games (seeding round, regular season and Tournament) each team shall be entitled to call one (1) thirty second timeout. This is in addition to any "Officials Timeout." Teams shall not receive any extra timeouts during overtime periods in Tournament Qualifying Games or in Single Elimination Tournament games.
- d. Mercy Rule/"Running Clock"
- i. At the point in which a six (6) goal deficit exists anytime in the third period, the clock should remain running with the following exception:
Injury and Official Time Outs the clock should be turned off until the ensuing face off.
 - ii. At the point in the third period when a six (6) goal deficit first arises, the clock should be turned off to record the goal and not restarted until the ensuing face off.
 - iii. The clock should remain running if either team scores a goal and the six (6) goal differential still exists. Even, if the losing team scores a goal to narrow the deficit to five (5) goals, the clock will remain running. Only if the deficit is narrowed to two (2) goals will the clock be is turned off to record the goal, and not restarted until the ensuing face off occurs, at which point normal stop time will again be kept.
 - iv. If a play is stopped and a penalty expires, the penalized player should not return to the ice until play resumes.
 - v. Invoking the mercy rule is MANDATORY and is not subject to negotiation between opposing coaches, or referees.
- e. Curfew Time
- i. All AZYHL games are curfew games and must run on time. Therefore it may be necessary to adjust the time at the beginning of, or during the 3rd period.
 - ii. Clock adjustments will be calculated using the following formula:
Total time left in the ice slot/2=time left in the 3rd period
For example, if there is 20 minutes left in the ice slot when the 3rd period begins, the clock operator should divide 20 by 2 and therefore 10 minutes should be reflected on the game clock.
The decision to implement this formula will be at the discretion of the scorekeeper/timekeeper after consultation with the referees and/or rink facility personnel.
12. The home team is responsible for furnishing a scorekeeper, a timekeeper and referees, or referee and linesman. Officials age and level classifications are to follow USA Hockey suggested policy.
13. In all AZYHL games, the officials must be qualified as follows:
- a. Using two (2) referees, at least one must be Level 2 and the other must be at Level 1 or higher.
 - b. Using a three man system, the Referee must be at least Level 3 and the linesman may be at Level 1 or higher.
14. Game Misconduct Penalty and Match Penalty Follow USA Hockey rules.

- ~~15.—The official USA Hockey Scoresheet or Pointstreak electronic scoresheet are the ONLY score sheets for AZYHL league, playdown, or tournament game use only. Each team's manager is responsible for making sure that all copies of the AZYHL official score sheet are filled out completely using the proper name of the team as given by AZYHL, and is signed by both coaches and all referees. Each score sheet must contain all rostered players in numerical order. The following designations must be entered on all copies of the score sheet next to the player's name when that player is not skating: Absent — ABS, Injured — INJ, Suspension — SUSP.~~
- ~~16.—Teams will be assessed a loss if they play a league or tournament game with an ineligible player. If a team plays an ineligible player during a tournament game, that team is eliminated from further tournament competition.~~

~~Article 4—Tournament~~

~~AZYHL will host a season ending Tournament at each non-Tier age and competition level to determine Arizona State Championship Teams. The Tournament Format will be the same format as adopted by AAHA for Tier teams. All Arizona non-Tier teams will be eligible for the tournament with final standings to be determined by points earned; two (2) points per game won, and one (1) point per tie game.~~

- ~~1.—When teams are tied in point totals, the following system will be used to determine final standings which team will rank higher in assigning the numbers for appropriate playoffs.~~
~~Note: When three (3) or more teams are tied, any one step in this system will be used to "separate" one or more teams from the tie. In the event that one step separates one team (or teams) from the other, still tied teams (either "ahead" of the remaining tied teams, or "behind"), the system is to be repeated, beginning from the first step, to separate the remaining tied teams. (For example, three teams, blue, red, and yellow, are tied for third place. As they all played each other once, defeating one team and losing to the other, step b is used next. The blue and red teams both have a goal differential of these head to head games of +1 while the yellow team has a goal differential of these head to head games of -2. As a result, the yellow team is assigned 5th place, while the blue and red teams are now considered tied for 3rd. To break this (now) two way tie, the system is used from the start, beginning with step "a" of the two tied teams.)~~
~~Note: If two or more ties exist at a level, this system will be used to break the "higher seed" tie first, followed by the calculation to break the "lower seed" tie. This is to accommodate step d if needed. (For example, if two teams, green and red are tied for first place, and two teams, blue and yellow are tied for third place, this system will be used to determine which team (green or red) will be in first and which will be in second, followed by the use of the system to break the tie for third place and fourth place between the blue and yellow teams. The determined first place team will then be used in step d to break the tie for third place.~~
- ~~a.—The average number of points acquired in the game(s) between the tied teams. (This step is to be used only if all tied teams have played each other at least once.)~~
- ~~b.—The average goal differential from the game(s) between the tied teams (again, this step is to be used only if all tied teams have played each other at least once.) Their position will be in order of the greater surplus.~~
- ~~c.—Goal differential of the entire regular season.~~

- d. ~~The average number of points acquired in the game(s) between the tied teams and the highest seeded common opponent which all tied teams have played at least once, that is NOT tied with the teams that are tied. (In the event that more than one tie exists in the standings, and the "highest seeded, common opponent" is involved in a tie as well, the two tied teams which will represent that "highest seeded, common opponent" will both be treated as if they were solely one team, and the two teams' combined results will be used to break the tie at that level. For example, two teams, green and red, are tied for first place, and two teams, blue and yellow, are tied for third place. To break the tie between the green and red teams, step d is used, and the green team's results against both the yellow and blue teams will be compared to the red team's results against both the yellow and blue teams).~~
- e. ~~Continue point "d" with the next highest seeded, common opponent which all tied teams have played at least once, until all teams have been analyzed.~~
- f. ~~The average goal differential in the game(s) between the tied teams and the highest seeded, common opponent which all tied teams have played at least once, that is NOT tied with the teams that are tied.~~
- g. ~~Continue point "f" with the next highest seeded, common opponent which all tied teams have played at least once, until all teams have been analyzed.~~
- h. ~~Count the number of losses shown on the records of the tied teams (in regular season play only). Their position shall be in the order of the fewest losses.~~
- i. ~~Count the number of wins shown on the records of the tied teams (in regular season play only). Their position shall be in the order of the most wins.~~
- j. ~~Coin flip (performed by the executive board):~~

~~The AZYHL Committee, in conjunction with the AAHA Board, reserves the right to alter the final standings under extenuating circumstances, to better and more accurately reflect a fair interpretation of the competition of the AZYHL State Tournament.~~

- 2. ~~Tournament Format will follow the AAHA Tier Tournament Format. Game times and operations will remain the same as season league games. i.e. 70 min game time 10U/12U with 13 min stop time periods and 75 min game time 14U/16U/18U with 14 min stop time periods.~~

~~Article 5 - Suspension & Expulsion~~

- 1. ~~Rules & Regulations shall be governed by the AZYHL Policies and Procedures and by the Rules & Regulations of AAHA. For any matters or issues not specifically covered by the Rules & Regulations of AZYHL then the Rules & Regulations of USA Hockey and AAHA shall apply.~~

Appendix C: Tier I Competition Requirements **MOVED TO PLAYING RULES**

~~Tier I Regular Season Game Requirements beginning with the 2018-2019 playing season and lasting through at least the 2022-2023 playing season:~~

~~13U: vs all other AAHA 13U Tier I teams — 6 times (3 home — 3 away)~~

~~14U: vs all other AAHA 14U Tier I teams — 6 times (3 home — 3 away)~~

~~****There shall be no requirement for 13U teams to play 14U teams during the playing season.****~~

~~15-Only: vs all other AAHA 15-Only Tier I teams — 6 times (3 home — 3 away)~~

~~****There shall be no requirement for 15-Only teams to play 16U teams during the playing season.****~~

~~16U: vs all other AAHA 16U Tier I teams — 6 times (3 home — 3 away)~~

~~18U: vs all other AAHA 18U Tier I teams — 6 times (3 home — 3 away)~~

~~Failure of a Tier I team or association to agree and execute these requirements shall result in excluding the non-complying Tier I team or association from participating in USA Hockey's National Tournament at any level.~~

~~Penalties for non-compliance, in addition to the above, shall be as described in the AAHA Policies and Procedure Manual.~~

Commented [SK44]: June 2018
With more revisions October 2018

Commented [SK45]: October 2018

APPENDIX B: AAHA PLAYING RULES

1.0 GENERAL RULES

- 1.1 All players must wear protective equipment recommended by USA Hockey during games and warm-ups.
- 1.2 Only players in uniform (up to the maximum number of skaters and goalies as defined in these policies and by USAH) and Team Officials (up to a maximum of four (4)) shall be permitted to occupy the bench during a game. A Team Official is any person on the players' bench who is not on the game score sheet as an eligible player. All Team Officials must be registered in the current season as a coach with USA Hockey, and must have attained the appropriate certification level as required by AAHA.
- 1.3 A player or goalkeeper on the roster who is unable to play, other than through suspension, may be on the player's bench during warmups and the game without being considered a Team Official, if he/she is wearing all required head and face protective equipment.
- 1.4 All players or coaches who have been suspended cannot participate in any games during their suspension. Definition of participation includes "communications with the bench", or "sitting on the bench." **Suspended coaches will not be in communication with their team for 1 hour prior to the game and 30 minutes following the game.** Any infraction of this rule shall result in the mandatory appearance before the AAHA Disciplinary Committee.
- 1.5 The traditional handshake will take place after each game.
- 1.6 Team Officials are only allowed on the ice for the end of game handshake and/or if the Game Officials request them to come on the ice.
- 1.7 Mercy Rule/"Running Clock"
 1. At the point in which a **five (5)** goal differential exists anytime in the third period, the clock should remain running with the following exception: Injury and/or Time-Out called by the Official(s) in which case the clock should be turned off until the ensuing face-off.
 2. At the point in the third period when a **five (5)**-goal deficit first arises, the clock should be turned off to record the goal and not restarted until the ensuing face-off.
 3. ~~The clock should remain running if either team scores a goal and the seven (7) goal differential still exists. Even, if the losing team scores a goal to narrow the deficit to five (5) goals, the clock will remain running. Only if~~ If/When the goal differential is narrowed to **three (3)** goals, the clock will be ~~turned off~~ **stopped on the whistle** to record the goal, and not restarted until the ensuing face-off occurs, at which point normal stop time will resume. ~~again be kept.~~
 4. If a play is stopped and a penalty expires, the penalized player should not return to the ice until play resumes.

5. Invoking the Mercy Rule is MANDATORY and is not subject to negotiation between opposing coaches, or officials.

1.8 Curfew Time

1. All games are curfew games and must run on time. Therefore it may be necessary to adjust the time at the beginning of, or during the 3rd period.
2. Clock adjustments will be calculated using the following formula:
Total time left in the ice slot/2=time left in the 3rd period
For example, if there is 20 minutes left in the ice slot when the 3rd period begins, the clock operator should divide 20 by 2 and therefore 10 minutes should be reflected on the game clock.
The decision to implement this formula will be at the discretion of the scorekeeper/timekeeper after consultation with the referees and/or rink facility personnel.

- 1.9 The home team is responsible for furnishing a scorekeeper, a timekeeper and referees, or referee and linesman. Officials age and level classifications are to follow USA Hockey suggested policy and AAHA policy.

- 1.10 The official USA Hockey Scoresheet or SportsEngine electronic scoresheet are the ONLY score sheets for league or tournament game use.

1. Each team manager is responsible for making sure that all copies of the official score sheet are filled out completely using the proper name of the team and is signed by both head coaches and all referees.
2. Each score sheet must contain all rostered players in numerical order.
3. The following designations must be entered on all copies of the score sheet next to the player's name when that player is not skating: Absent – ABS, Injured – INJ, Suspension – SUSP.

1.11 Play Up Rules

1. All 8U age players (as defined by USA Hockey) shall only be eligible to participate on an 8U age team. No 8U age player or 8U team shall be permitted to "play up" in a higher age division.
2. 10U and above
 - a. All players may only be rostered within their own age division as defined by USA Hockey's Annual Guide.
 - b. No 12U team will be permitted to play at a higher age division.
 - c. Youth goalies can play up no more than one age division in accordance with USA Hockey's Annual Guide.
 - (i) Prior to rostering the player, a request for approval must be sent to the Hockey Operations Committee.
 - (ii) The request must include evaluations by the head coach of the current team the player is trying out for as well as the head coach

of the player's prior team along with a recommendation from the hockey director showing that the player has the ability to play at this higher level.

1.12 Tie Breaker Rules - Should teams have the same amount of points the following tie-breaker(s) shall be applied:

a. **Regular Season Games**

(i) Most wins

(ii) **Head to Head**

(iii) Goal differential (Goals scored minus Goals allowed)

(iv) Goal quotient (Goals scored divided by Goals allowed)

a. A maximum of a seven goal differential in any game shall be used in determining goal differential or goal quotient in tie-breakers at the end of the season.

(v) Coin flip

b. **Tournament Games – follow USA Hockey Annual Tournament Guide rules**

2.0 TIER HOCKEY

2.1 Competition among Tier I Associations and Teams

1. Procedures: Each Tier I Association shall adhere to the following: If there is more than one (1) authorized Tier I team in any USA Hockey approved age division then each authorized Tier I Team shall play each other, in Arizona, a minimum number of times as determined outlined below in 2.1.4. Each Home team is responsible for the costs of the game, except for an odd number of games, or a neutral game, in which both teams will be responsible to split the costs evenly.
2. Scheduling of such games shall be the responsibility of the teams involved. Scheduling of the dates and locations of the required games shall be completed no later than August 15th of the season to be played. The dates of said games shall be given to the AAHA Tier Committee by August 15th of the season to be played. All such games shall be completed at least two (2) weeks prior to the first scheduled game of the Arizona State Tier I Championships.
3. All games played as competition between Tier I teams shall be in accordance with the following:
 - a. All Tier I games (14U, 15UOnly, 16U and 18U) shall have a 5 minute warm up and 15 minutes stop time periods. There shall be an ice cut before each game and there shall be a 2 minute rest period between

- all periods. The game slot for all Tier I games shall be 1 hour and 15 minutes.
- ~~b. If the goal differential is seven (7) or more at any point, run time on the game clock shall be used. If the goal differential returns to less than seven goals, stop time shall be reinstated.~~
- c. All games shall utilize a 3 person on-ice officiating crew.
- d. Games may end in a tie.
- e. Two points will be awarded for a victory and one point for a tie.
- f. The team with the greatest amount of points in games played between the teams entered in the Arizona State Championships shall be considered the "Home" team during the Arizona State Championships. If there are only two teams in an age Division, the "Home" team shall host Game 1 and Game 3, if a third game is needed.
4. Regular Season Game Requirements (beginning with the 2018-2019 playing season and lasting through at least the 2022-2023 playing season):
- 13U: vs all other AAHA 13U Tier I teams – 6 times
(3 home – 3 away)
- 14U: vs all other AAHA 14U Tier I teams – 6 times
(3 home – 3 away)
- **There shall be no requirement for 13U teams to play 14U teams during the playing season. ****
- 15 Only: vs all other AAHA 15 Only Tier I teams – 6 times
(3 home – 3 away)
- **There shall be no requirement for 15 Only teams to play 16U teams during the playing season. ****
- 16U: vs all other AAHA 16U Tier I teams – 6 times
(3 home – 3 away)
- 18U: vs all other AAHA 18U Tier I teams – 6 times
(3 home – 3 away)
- a. Failure of a Tier I team or association to agree and execute these requirements shall result in excluding the non-complying Tier I team or Association from participating in USA Hockey's National Tournament at any level.
- b. Penalties for non-compliance, in addition to the above, shall be as described in the AAHA Policies and Procedure Manual.

2.2 Competition among Tier II Associations and Teams

1. Procedures: Each Tier II Association shall adhere to the following:
If there are more than one (1) authorized Tier II team in any age division then each authorized Tier II Team shall play four (4) games against all other teams in the same age division, in Arizona, each season (excluding any tournament games). Each team shall host two (2) games. The home team shall be responsible for the costs of the game.
2. Scheduling of such games shall be the responsibility of the teams involved. Scheduling of the dates and locations of the required games shall be completed no later than August 15th of the season to be played. The dates of said games shall be given to the AAHA Tier Committee by August 15th of the season to be played. All such games shall be completed by a date established by the Tier Committee.
3. All games played as competition between Tier II teams shall be in accordance with the following:
 - a. All Tier II games (14U, 16U and 18U) shall have a 5 minute warm up and 15 minute stop time periods. There shall be an ice cut before each game and there shall be a 2 minute rest period between all periods. The game slot for all Tier II games shall be 1 hour and 15 minutes.
 - ~~h. If the goal differential is seven (7) or more at any point, run time on the game clock shall be used. If the goal differential returns to less than seven goals, stop time shall be reinstated.~~
 - b. Games shall utilize a 3 person on-ice officiating crew.
 - c. Games may end in a tie
 - d. Two points will be awarded for a victory and one point for a tie.
 - e. During the Arizona State Tier II Championships:
 - (iii) In a two team division, the team with the greatest amount of points in games played between the two teams in the 4-game series shall be the "Home" team in Game 1 and, if needed, Game 3.
 - (iv) In a division with more than two teams, the team with the greatest amount of points in the 4-game series played between the teams entered in the State Championships shall be considered the "Home" team in all of their preliminary round games. The team with the next greatest amount of points shall be the "Home" team in their preliminary round games in all but against the team with the most points. All other teams in the division shall follow this procedure in descending order.

2.3 Tier I/Tier II State Championships

1. Each playing season AAHA shall conduct Arizona State Championships at the following age divisions for the purpose of determining teams to represent Arizona in USA Hockey's National Tournament play according to a schedule approved each year by the AAHA Board of Directors.

Youth Division: 14U and above as defined by USAH; Tier I and Tier II for each age division.

Girls Divisions: 14U; 16U; and 19U; Tier I and Tier II for each age division.

2. The AAHA Board of Directors will announce the Championship dates for each Division prior to October 31st of each year and post to the AAHA website.
3. The Arizona Champion of each Youth and Girls Tier (Tier I or Tier II) age Division shall advance to USA Hockey's next level of USA Hockey's National Tournament.
4. All final costs (ice, referees, score and timekeepers, awards, etc.) per division, related to the State Championships, shall be shared equally by the teams participating in the Arizona State Championships. All costs shall be subject to review and approval by the AAHA Board of Directors.
5. Each Member Association wishing to participate in State Championships must be in good standing with AAHA.
6. Member Associations shall submit a \$1,000 non-refundable fee, for **each** Tier I or Tier II team fielded for the playing season, no later than August 15th each year. The non-refundable fee for **each** team shall be paid by the Member Association that is represented by the team and shall be used to offset the final State Championship fees due per division from each Tier I or Tier II team participating in the State Championships. The non-refundable fee shall be required for **ALL** Tier I and Tier II teams, even if they fail to qualify for the Arizona State Championships and regardless as to whether or not they register as a Nationally Bound team. Fee payment shall be made payable to AAHA and delivered to the AAHA Treasurer. Failure to make the non-refundable fee payment on or prior to August 15th shall result in a \$500 penalty (per team not paid) to the delinquent Member Association. Any Member Association that has not paid their non-refundable fee plus penalty fee for a team or teams, representing that Member Association, prior to October 1st shall be referred to the AAHA Disciplinary Committee for review on the subject.
7. Each Member Association may declare no more than one team in each division

to participate in the Tier State Championships. Member Associations that register multiple teams in a division with the Arizona Associate Registrar shall be free to determine which team may represent the Member Association per Division in any manner they wish, but the Member Association shall declare to AAHA, in writing, which team will represent that Member Association in the State Championships no later than 10 days prior to the start of the Tier State Championships in which they will be participating.

8. A final cost per team per division to participate in the State Championships will be forwarded to each Member Association no less than thirty (30) days prior to the state of the State Championships.
9. A Credentials Meeting shall be held approximately 7-10 days prior to the start of the State Championships. All remaining fees due per participating team shall be due no later than this meeting. A coach and/or manager from each participating team shall be required to attend. No one person shall represent more than one team unless prior approval is granted by the Tournament Director. Failure of a team to have a coach and/or a manager present for the credentials meeting shall result in the suspension of the Head Coach of that team's first game of the State Championship Tournament.
10. Each team that represents AAHA at either the Rocky Mountain District Tournament and/or USA Hockey's National Championships shall be responsible for payment of their team's entry fee into the tournament.
11. All games shall be played in accordance with District/National requirements as outlined in the latest edition of the USA Hockey Championship Tournament Guidebook including all games being played to a winner.
12. Team Requirements
 - a. Teams declaring to participate in the Arizona State Championships MUST have their final rosters submitted to the Arizona Associate Registrar no later than December 15th of each year.
 - b. It shall be the responsibility of each team declaring for right to advance to the Rocky Mountain District Tier I Championships or the Tier II National Championships to schedule a date to review all items as required by USA Hockey with the Arizona Associate Registrar at least 10 days prior to AAHA State Championships. In the case of a team or teams advancing either to the Rocky Mountain District Championships or to the National Tournament without having to participate in the Arizona State Championships that team or teams shall be responsible for having all items required by USA Hockey to be reviewed by the Arizona Associate Registrar at least 3 weeks prior to the first games of the District Championships or National Championships.

13. Tournament Formats

The Hockey Operations Committee shall determine an Arizona State Championship Tournament format for the division or divisions that will represent Arizona in the National Tournament. ~~Effective beginning with the 2019-2020 USA Hockey Playing season,~~ the Hockey Operations Committee shall determine, subject to AAHA Board of Directors approval, an Arizona State Championship Tournament format for the division or divisions that will represent Arizona in USA Hockey's National Tournament on a yearly basis no later than August 15th of that playing season.

3.0 NON-TIER HOCKEY

3.1 AZYHL

1. Playing times for all games (Pre-season seeding tournament, regular season and AAHA State Tournament) will be stop-time periods, as set forth below, unless the Mercy Rule/Running Clock or Curfew Time policies outlined above in Appendix B, Section 1.0 General Rules need to be invoked.
 - a. For 10U and 12U age groups, games will be scheduled for at least seventy (70) minutes to accommodate three periods at 13-minute stop-time each.
 - b. For 14U, 16U and 18U age groups, games will be scheduled for at least seventy-five (75) minutes to accommodate three periods at 14-minute stop-time each.
2. The warm-up preceding the game shall be no less than three (3) minutes.
3. Each team shall be entitled to call one (1) thirty-second timeout. This is in addition to any "Official's Timeout." Teams shall not receive any extra timeouts during overtime periods in Tournament Qualifying Games or in Single Elimination Tournament games.
4. The officials must be qualified as follows:
 - a. For 14U and below - Two (2) officials, at least one must be Level 2 and the other must be a Level 1 or higher.
 - b. For 16U and above - Three (3) officials, the Referee must be at least Level 3 and the linesmen must be Level 1 or higher.
5. Scoresheets for all Pre-Season Seeding Tournament games must be sent via email to the Webmaster within 12 hours after the game is concluded. Score sheets for all Regular Season games must be sent via email to the Webmaster within 48 hours after the game is concluded. Score sheets should be sent to the following email address: azyhlscoresheets@gmail.com.
6. If any HOME TEAM fails to send the scoresheet to the Webmaster for the Pre-season Seeding Tournament or Regular Season as outlined above, the

Webmaster will send an email each Tuesday. If the score sheet is not furnished within 72 hours of notification by the Webmaster, the result of that game will be considered a LOSS for the HOME TEAM.

7. All AZYHL games will be played; FORFEIT GAMES ARE NOT ALLOWED.
 - a. Any AZYHL game that is not played as originally scheduled is to be rescheduled within 7 days and must be played prior to the date established by AAHA.
 - b. Any postponement of a game must be done at least 24 hours prior to game time (except in case of inclement weather or rink equipment malfunction). ~~If a game is postponed for any reason, it must be rescheduled before the end of the regular season.~~ See revised wording in 13 below
8. League games shall mean those games that are scheduled at the annual scheduling meetings and count towards the AZYHL standings.
9. Scheduling and playing of AZYHL League games shall take precedence over all other games, except AAHA State Championship games.
- ~~10. All games are to be played on or before the final day of the regular season or a date as established by AAHA.~~ Moved to 13 below
10. For each division, a minimum number of games will be played:
 - a. For a division with six (6) or less teams, each team will play 2 HOME and 2 AWAY games against each team in that division.
 - b. For a division with seven (7) or more teams, each team will play 1 HOME and 1 AWAY game against each team in that division.
11. During every scheduling meeting, each Member Association can have a maximum of two (2) people in attendance. At least one of these attendees must have access to the master ice schedule **and the other attendee may be the Team Manager**. Any additional attendees may be asked to leave the scheduling meeting.
12. All **regularly scheduled as well as rescheduled games** are to be played on or before the final day of the regular season **or a date** as established by AAHA.
 - a. In the event of a game cancellation, the team canceling or causing the scheduled game not to be played, shall have the greater responsibility to make concessions to the convenience of the non-canceling team. Canceling team must make every effort to play the game at the originally scheduled home team's rink.
 - b. The HOME TEAM is responsible to notify the AAHA Webmaster to update the AZYHL website on or before the date and time for which the game is rescheduled.

- c. Teams having difficulty in rescheduling a game should promptly notify their Hockey Director, who shall contact the opposing team's Hockey Director, to settle the matter between the Member Associations.
 - d. At no time will the regular season be extended to accommodate rescheduled games. ~~All games must be played within the dates specified in the AAHA established schedule.~~
13. A player can be rostered on only one (1) AZYHL team except under the following circumstances:
- a. Goalies:
 - (i) In addition to members of the second registered team who are identified as goalkeepers, a player may be rostered on the second team only as a back-up goalie. This must be clearly designated on the roster approved by AZYHL or the association's governing jurisdiction for associations outside AAHA. Designations for goalkeepers shall be "G" (Goalkeeper) and "BUG" (Back-up Goalkeeper).
 - (ii) The Back-up goalie can only play as back-up when the primary goalie is unable to play due to injury, illness, or misfortune. Additionally, the Back-up goalie can only play in a maximum of four (4) league games.
 - (iii) Back-up goalie may not play in any Tournament games, unless approved by the Tournament Committee or the Committee prior to game play.
 - (iv) The back-up goalie must be rostered on a team within the same association and playing at a skill level below the team level on which he or she is rostered as a BUG. The back-up goalie must come from the team at the same age group and next lower skill level. For the AZYHL team within an association at the lowest skill level of any age category, the BUG must come from the association's AZYHL team at the next lower age category and highest skill level.
 - (v) If a Back-up goalie is not available within the same association, the Hockey Director may reach out to other Hockey Directors at other Travel or House associations to inquire as to the availability of any goaltenders at the same skill level within the same age category to help fill the needed BUG role. In accordance with AAHA recruiting policies, no Coach, Team Manager or team official may initiate contact with another player, family or team for the purpose of recruitment outside of their own association during the times specified by policy. This contact will be limited to Hockey Directors only and then only for

the purposes of locating an emergency Back-up goalie when all options within their own program have been exhausted.

- b. Girls: The female player must declare their primary team to the Hockey Directors at least two (2) weeks prior to the AAHA State Championships. ~~The Hockey Director of the primary team must notify the AAHA Webmaster at least one (1) week prior to the AAHA State Championships to confirm which team the female player has declared as her primary team.~~
14. Players may not play up in an older age classification as outlined in the AAHA Play Up Rules found in Section 1.0 General Rules of this Appendix. AZYHL players may be called up to play up on a higher divisional team within the same age level; however, once that player has played five (5) games with the higher level team, they must play with that team for the remainder of the season through the AAHA State Championships.
15. ~~The process for adding~~ In order to add a new player to an existing AZYHL roster after the Pre-Season Seeding tournament, ~~the Member Association must send the request which includes, name, team name, level, division, and reason for the addition to the AAHA President for approval. is as follows:~~
 - a. ~~The Member Association Registrar submits all of the player information to the Hockey Operations Committee, via email, requesting approval to add the player to the roster. The information to be submitted shall include, at a minimum: player name, age, and previous team.~~
 - b. ~~The Hockey Operations Committee, via electronic communication, vote on the player addition to the roster within 24 hours. A majority of the Hockey Operations Committee must respond to constitute a valid consensus vote.~~
 - c. ~~The Member Association reports the voting tally to the AAHA President within 48 hours of the initial request.~~
 - d. ~~If approved the AAHA President will notify the Arizona State Registrar of the player approval.~~
 - e. ~~The Member Association confirms with the AAHA Administrator that the player has completed a Commitment Letter.~~
 - f. ~~The Member Association Registrar submits a request to the Arizona State Registrar to change the team's official 1T roster by adding the approved player.~~
 - g. ~~The Arizona State Registrar makes the 1T roster change/addition and notifies the AAHA Administrator who then notifies the Member Association Registrar.~~

3.2 8U Select

1. Teams can move a player up a division (House to Select) to cover for sick or injured players but cannot move a player down a division (Select to House).
2. All AAHA sponsored Select 8U League games will consist of games in a 4x4 half ice. No full ice games are permitted.
3. All nets used in 8U games should be medium sized nets.
4. Faceoff's will occur at the beginning of each new shift only (not after goals scored or stoppages in play)
5. Regardless of format, all shifts will be two minutes in length and will be signified by a buzzer initiated by the scorekeeper to indicate line changes.
6. 4x4 Format - A line will be painted/marked on the ice marking the half-way point (or center ice) of the playing surface. When a goal is scored or the defending goaltender freezes the puck, all players on the attacking team will be required to retreat past the half-ice line before again attacking. Referees will be required to blow the play dead if the team or players do not fully retreat to half-ice. The defending team that takes possession of the puck following a goal or stoppage in play will be required to take the puck behind their own net before attacking.
7. Play continues while player committing offense goes to the bench for the remainder of the shift. In the event there is a 4th penalty (on 4 on 4 play) committed on the same shift and everyone has been sent to the bench—the opposing player who was the recipient of the 4th penalty will be awarded a penalty shot provided there is at least 20 seconds remaining in the shift.

3.3 Non-Tier (House/Rec) State Championships

1. AAHA will host an annual AAHA State Championship tournament at each non-tier age and competition level to determine AAHA State Championship Teams. All AZYHL teams in good standing will be eligible for the tournament with final standings to be determined by points earned.
2. Game times and operations will remain the same as season league games.
3. League standings shall determine regular season Divisional Champions.
4. In order for a player, at all levels, to qualify to play in the AAHA State Championships (including a qualifying game to make the team eligible for the AAHA State Championship Tournament), a player must have participated in a minimum number of AZYHL league games **with their designated team** based

upon the table below. Non-AZYHL and exhibition/scrimmage games will not be considered when determining eligibility. Protested games (or periods) which are replayed in whole or in part, will not be included toward the minimum game requirement if the player in question was not properly rostered at the time of the original game.

Team's # of AZYHL League Games	Games Played with team to be Eligible for AAHA State Championships
4	2
6	4
8	5
10	7
12	8
14	9
16	10
18	11
20	12
22	13

- a. Any game in which a player is suspended will not be counted toward their minimum number of required games.
- b. Any game in which a player is injured will be counted toward their minimum number of required games provided that they: were marked as injured (INJ) on the game score sheet(s) and provide a written medical doctor's note (outlining the injury date and return-to-play date) to the AZYHL Committee Chair at least 7 days prior to the AAHA State Championship for review and approval to play.
- c. Players who move from out of state **and join an AZYHL team during the season** or players who are injured during the course of the season and do not meet the minimum number of games to qualify for the AAHA State Championships can submit a request to the AZYHL Committee for approval to participate **in the State Championships**. All requests must be submitted at least two weeks prior to the start of the AAHA State Championships.
- d. If during the course of tournament games, it is determined that a player has not met the applicable eligibility rule and has participated in these games, that player's team will be subject to the loss of any/all games in which the player in question has participated.

Arizona Amateur Hockey Association
Disciplinary Report
February 2019

The Discipline Committee met on Tuesday February 5th and Tuesday February 19th.

February 5, 2019 – 2 hearings

1. A player from the Chandler Ice Den Adult League received a match penalty for a 601(f3), conduct detrimental to the game. The player was accused of spitting at another player. The player did admit that he spit in the direction of another player. After hearing testimony and reviewing the video the Disciplinary Committee agreed that it was a proper call. The Committee assessed a suspension of 2 months. He is eligible to return on March 17, 2019.
2. A player from the Arcadia Adult League received a match penalty for a 634(c) swinging stick during altercation. The penalty occurred in a game on January 31, 2019. The player did not show for his hearing. The Committee reviewed a video and the score sheet. The player was suspended through April 30, 2019.

February 19, 2019 – 1 hearing

1. A player from the Mission Association was involved in an altercation with an opposing player where he swung his stick at another player resulting in an injury. The official of the game issued a minor penalty but after reviewing the video it was determined by the Committee that a suspension should be assessed. There were no games left in the season for this player so the player was assessed a three game suspension starting with the 2019/2020 playing season. There will be a follow up with this player to ensure that the 3 games are served when the playing season begins. Until then he is eligible to participate in all USA Hockey activities.

This concludes my report for February 2019.

Respectfully,

Bruce Urban, Disciplinary Committee Chair

AHRA Officiating Report

Highlights:

February Game Summary	
Youth House	143
Youth Travel	482
Adult	429
ACHA	15
Total Games	1069

AHRA Updates

- New Adult rate proposed
 - New Rate will be \$124 per game increasing \$12 per game
 - Last change was in 2015 which didn't impact all rinks
 - Increase is less than 3% annualized
- We are working on an Operating Agreement to cover the services provided by AHRA
- Supervised Officials in February 12, total for this season 132
- We have implemented a new tracking and fine system for failing to submit game reports
- AZYHL and Tier II Playoffs this month

USA Hockey Officiating Report
March 2019
Submitted by Bryan D. Eisentraut

Registration Summary and Comparison

2018-19 USA Hockey Officials Registration Data as of 2/23/2019

2018-19			
	Complete	Incomplete	TOTAL
Level 1	91	48	139
Level 2	70	8	78
Level 3	67	5	72
Level 4	6	1	7
	234	62	
	296		

2017-18 (As of 3/10/2018)			
	Complete	Incomplete	TOTAL
Level 1	101	40	141
Level 2	71	9	80
Level 3	57	2	59
Level 4	3	0	3
	232	51	
	283		

2017-18 (End of Season)			
	Complete	Incomplete	TOTAL
Level 1	104	38	142
Level 2	74	8	85
Level 3	57	1	58
Level 4	3	0	3
	238	47	
	285		

- Level 1 officials are down and Level 3 & 4 are up compared to this time last season
 - Due to USA Hockey policy update where returning officials (with exception of 2nd year or under 16) cannot register at Level 1 and equalized the price of registering at Level 2, 3, or 4.

Seminars for 2019-20 Season

- Beginning process of scheduling 2019 Seminars
 - Goal to have dates set and advertised by April 1
- Seminars being planned
 - 1 Advanced Seminar
 - 1 Seminar Focused Towards Female Officials
 - 2 General Seminar Dates in Valley (Level 1/2/3 Available)
 - 1 General Seminar in Tucson
 - 1 General Seminar in Flagstaff

OCEANSIDE ICE ARENA

AAHA Meeting
Mar 11, 2019

Adult Hockey Committee Report

Coyotes Summer Classic Adult tournament is scheduled for June 21-23, 2019.

Secured enough ice to host up to 40 teams this year. Last year had 36 teams.

AAHA/AHRA Officials Committee Report

In collaboration with AHRA the committee is working on the following:

Scorekeeper accountability: Committee is specifying minimum requirements for an acceptable scoresheet.

Terms and conditions: In addition to the AHRA Rate sheet AHRA is working on a “terms/conditions” sheet that specifies how certain situations like “no-shows” are invoiced and how officials are held accountable for creating these situations.

--Adam Mims