



GAYLORD AREA HOCKEY ASSOCIATION

Policy and Procedures

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GAHA
PO BOX 835 Gaylord MI 49735

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Policies & Procedures

The following is intended as a guide to understanding the rules and policies of the GAHA. Although every effort has been made to complete, situations may occur that are not covered in this book. There may also be certain extraordinary conditions where it is in the best interest of the GAHA to suspend or amend the following guidelines.

Affiliation

The Gaylord Area Hockey Association (GAHA) is affiliated with USA Hockey and the Michigan Amateur Hockey Association (MAHA).

All GAHA teams will be registered with MAHA. (Sect.3.A of MAHA Affiliate Agreement)

Hold Harmless

The Gaylord Area Hockey Association, does hereby indemnify and hold harmless USA Hockey and each member thereof, the councils and committees of USA Hockey and each member thereof, and all other elected, appointed, employed or volunteer representatives of USA Hockey from any and all claims, liability, judgments, costs, attorneys' fees, charges and expenses whatsoever, arising from the acts and omissions of the Michigan Amateur Hockey Association, except to the extent (i) that USA Hockey or the afore described representatives cause such claims, liability, judgments, costs, attorneys' fees, charges or expenses by their own intentional neglect or default or (ii) that such acts or omissions were the direct result of compliance with the Articles of Incorporation, Bylaws, Rules and Regulations, Playing Rules or decisions of the Board of Directors of USA Hockey. Further, the Michigan Amateur Hockey Association understands and acknowledges that USA Hockey and its afore described representatives have assumed such assignments, function, office or capacity upon the express understanding, agreement and condition that they be so indemnified and held harmless to extent described in this constitution.

Head Coaches

House & Travel Divisions

Team head coaches shall be appointed annually by the Board of Directors upon the recommendation of the Coach Committee. Assistant coaches and team managers will be considered for approval by the Board of Directors at Head Coaches recommendation.. In the event there is not a committee for Coach or volunteer selection, all interested parties will submit interest to the President, at which time the Board of Directors will work together to appoint coaches, assistant coaches, team managers, etc. Head coaches and assistant coaches must follow the instructions of the Coaching Director and/or the President of GAHA, in addition to upholding their responsibilities as outlined in the rules and procedures as well as the bylaws. Failure to adhere to these requirements will result in a disciplinary hearing.

Qualifications of Coaches

A head coach must be at least 18 years of age

A head coach must be able to demonstrate competency in skating, hockey skills, teaching techniques, strategies, and skills in communicating with parents and players

For liability purposes, Head and Assistant coaches must have attended a sanctioned USA Hockey Coaching Clinic and achieved (by December 31st of the season) the appropriate coaching certification for age-group/level for which they are coaching (as determined by USA Hockey). Certification must be kept current and submitted to the coaching director at the time of application for a coaching position.

Coaches (up to 4 per team max) shall be issued refunds for their USAH Coaching courses, Background checks, and USAH Membership fees at the end of each season, provided each coach being refunded completed their team commitment for the entire season.

Team Assignment

A head coach will be awarded the team of his/her choice whenever possible. In the event of multiple applications for the same position, the Coach Committee shall consider the following factors in determining a nomination to the Board of Directors. A coach who held a head coaching position the previous year will be given special consideration to continue as a head coach during the nomination process by the Coaching Committee for the coming year and age appropriate/specific team. If a coach was removed from a coaching position the prior year by the Board via majority vote, they will lose priority nomination.

Factors for Coaching Nominations:

-Seniority as a head coach in the GAHA (i.e. held the head coaching position for multiple years regardless of age specificity and/or was the head coach in the prior season, 2 pt awarded per head coach season)

-Previous coaching performance in the GAHA (e.g. no disciplinary actions taken in prior seasons, review of substantiated complaints made regarding the coach, etc., 1 pt deduction per disciplinary action taken)

-Experience as a coach in the age level requested (i.e. has coached requested age in prior seasons, 1 pt per year)

-Experience as a coach in other age level (i.e. has held the head coaching position in other age groups, 1 pt per year experience)

-USA Hockey Coaching Level (1 pt per Level completed, i.e. Level 1 gets 1 point, Level 3 gets 3)

-The coach's knowledge of ice hockey (Interview with Coach Committee, scale of 1-3)

-Coaches who are parents of hockey players are generally assigned to the age level of their child.

-Coaches have the option of having their children on the team they coach, if age appropriate.

Team Classification

There are three (3) levels of hockey in GAHA. These are the Instructional Player Development Program (IP), House Division and Travel Division. These divisions are not independent units but are functional divisions within the association. Specific rules may vary between the divisions; however, all divisions will comply with the policies set by the Board of Directors.

The Board of Directors shall determine the number of teams to be offered and each team's classification under the USA Hockey and MAHA rules. These classifications are defined as follows:

The Instructional Player Development Program (IP Program)

IP is designed for new players to learn how to play the game of hockey. Within the IP Program the emphasis shall be on noncompetitive instruction. Beginning players will have a concentrated program of skill development principally involved skating instruction and hockey fundamentals. Game play is not part of this program due to age ranges of skaters in each group. IP is designed for skaters that have basic ice-skating skills (can stand on ice and move themselves around) but would like to concentrate efforts in learning to skate and learn hockey. A player may move up to an age appropriate house team at any time during the season with the written permission of the IP coach and the receiving team does not have a full roster.

House Division

The House Division play is defined as games played within the GAHA program and with the Adray League. Within the House "B" League, the intent is a program which teaches the skills and rules of hockey by means of an organized schedule of games and practices. Considerable emphasis is placed on good physical condition, the importance of teamwork, discipline, personal conditioning and a healthy respect for teammates, opponents, coaches, and the referees. Participation in the association is designed to foster good character and citizenship.

House teams shall be classified as "B" and will be formed following all appropriate guidelines.

Draft shall be as required by District 7 Policy. If no policy exists, then GAHA shall follow the procedure outlined below.

Goalies - Players and/or parents shall designate at the time of registration and no later than the last draft skate that their child wants to be declared a goalie. During the goalie draft each team will draw a number to determine the order by which he/she shall draft. Goalies will be drafted first and the goalie draft will continue in rounds (as described in item d below) until all goalies for that division have been drafted.

Siblings - Unless otherwise requested by the parents, siblings in the same division shall be placed on the same team. Whenever the first sibling is drafted, the remaining siblings shall be placed on the same team roster at three round intervals, (2-5, 4-7-10, etc.).

This rule is not applicable if one sibling plays on a travel team and is later released to a house team. In this event, operating procedures listed below will prevail.

Coaches' children - The coaches shall mutually agree on the relative position in the draft that a head coach's first child should be drafted. If a coach does not draft his child at the agreed draft position, the child is eligible to be drafted by any coach.

Draft Order - Each head coach shall again draw a number to determine the order by which he/she shall draft the non-goaltenders. Each round of the draft shall be initiated by the coach holding the number sequentially higher than the initiator of the prior round:

Round 1: Coaches 1,2,3,4

Round 2: Coaches 2,3,4,1

Round 3: Coaches 3,4,1,2

Round 4: Coaches 4,1,2,3

Round 5: Coaches 1,2,3,4

The GAHA Registrar shall assign new players to teams as though continuing the draft. If a team has fewer players than the other teams in its division, it will receive additional players to bring it to the level of the other teams in its division first, when available.

All teams must be drafted so as to meet the age requirement criteria set forth by MAHA for a House team.

After the completion of the house draft Travel teams may not select additional players from within the house league without the written consent of the House Head Coach from which the player will be taken and the consent of the Board of Directors.

The Registrar according to items listed above shall assign a player released by a travel team.

Travel Team Division

The Travel Division teams shall field the most representative players with the intention of being competitive with other associations in state-wide competition. This readiness must be demonstrated in the annual tryout for these teams. Although all players will be given the opportunity to play, game situations may dictate the amount of playing time for each player. Coaches are directed to be as fair as possible.

The Board of Directors may choose not to offer a team in any classification when it is in the best interest of the Association

Travel coaches must notify the GAHA Registrar of who is committing to the team. All players must be rostered through GAHA within 7 days of player's commitment to the team. A deposit will be required at time of roster to GAHA for an amount equal to 25% of the total player fee. The Travel Head Coach must handle all player cuts personally. Each of these divisions shall be managed by the Coaching Director to implement the policies and directives of the Board of Directors.

Requirements to have a travel team:

1. GAHA requires in all divisions a ratio of 1 rostered House team at a minimum to one rostered Travel team. Minimum team requirements for House are 10 skaters and 1 goalie per team.
2. Travel team managers, at each level, will provide a status report and monthly financial statement at each regularly scheduled GAHA Board meeting (monthly).
3. Receive Budget Approval
 - A. Submit proposed budget to the finance committee.
 - B. Board must approve recommendation of finance committee.
 - C. At a minimum, the budget must include practice fees, jerseys, socks, registration fee, ref fees, and any association wide fundraising requirements.
 - D. No fundraising forecasts will be permitted in consideration of the budget.
 - E. Fundraising refunds shall not exceed player fees paid to the association.
 - F. The head coach must sign a financial responsibility agreement.
4. A plan for the season including the following at a minimum:
 - A. Ice time requirements at the Otsego County Sportsplex.
 - B. Practice hours
 - C. Game hours & location
 - D. League plan & cost
 - E. Coaching plan
 - F. Tryout plan (2 days required)
 - G. Fundraising plans
 - H. Uniform / Team name
6. Travel team players will be offered a 3 payment, payment plan. Payments shall be made in equal quantities on September 15th, October 15th, and November 15th.

Team Selection

1. A Player must be present and skate at a minimum of one tryout to be selected to a team.
2. Players that cannot attend tryouts must present a written notification for exception to the GAHA Board President in advance of the tryout.
3. Travel team rosters must have a majority of the players coming from within the Association. A player from within the Association is defined as a player that was registered with GAHA the previous season. Percentage of out of Association players shall be round down to the nearest number, not up.
4. Approved team head coach has final roster decision at the conclusion of the tryout. This decision shall be made within 7 days of the tryout date.
5. Completed evaluation forms (or copies) utilized for the tryout (supplied by coach), shall be given to the President prior to the announcement of the roster. This record should be confidential and not available to anyone except the GAHA President and the Head of Coaches for the purpose of

ensuring compliance with policies and rules. Parents may request evaluation feedback from the head coach.

6. If the Head Coach of a travel team wishes to add a player to his/her roster after tryouts that did not meet terms 1 or 2 of this section, then an evaluation skate shall be conducted. The evaluation shall be conducted by the Head Coach and observed by a board member appointed by the President. The players' evaluation must result in a rating higher than that of any cut players to be added to the team.
7. All travel team tryouts shall occur at the Otsego County Sportsplex, located at 1250 Gornick Ave., Gaylord, MI 49735.
8. 21 day notice of a tryout shall be distributed to the GAHA membership for each tryout.
9. Exceptions to rules 1 – 8 for team selection will require a board vote on a case by case basis.

Registration

The purpose of these guidelines is to promote fair availability of membership in the GAHA. Before the end of the fall season, notice will be given of the sign-up deadlines. Registration fees will be established by the financial committee and then presented to the Board of Directors for a final vote. Once Ice fees have been established, the financial committee will present payment plan options for the board to consider and vote on. Payment plans MUST be offered to GAHA members, but not set the Association up for any financial hardship. All payment plans must sign a letter of financial responsibility that includes authorization to collect monies past due.

Registration Fee

The GAHA Board of Directors is responsible for establishing the annual registration fees for all GAHA programs at a level that will allow adequate cash flow for the upcoming season, and at a level that minimizes administrative burdens. This recommended amount will be established and presented by the financial committee to the board of directors for final vote.

Registration fees shall be paid in full before the player is allowed to participate in tryouts and or team selection. Travel teams may waive this requirement until the team is formed. Tryout fees will still be required before a player is allowed to participate in tryouts.

The registration form shall include an area for parents/guardians to sign as guarantor(s) and shall say "The above signatures are acknowledgement of full responsibility for payment in full of all fees owed to GAHA for the above player."

Ice Fee Payments

All members are required to pay ice fees by the established deadlines. Payment plans will be established and provided to members. All payment plan families will have to have a signed agreement for a payment plan. All payments must be made by check, credit card, or money order NO CASH will be accepted. Payments should be made payable to GAHA and mailed to P.O. Box 835, Gaylord, MI 49734.

The treasurer is responsible for collecting all ice fees by the established deadlines. In the event that

collaboration is needed, the Treasurer will work with the President and Coaches to collect payment if needed.

A member of GAHA may request a special payment option for their child. A payment schedule will be worked out with the Treasurer. All payment schedules must be paid by the deadline of the agreement or the player could be removed from the ice until payment is received in full. In the event there is a financial hardship, families are to reach out to the Treasurer to discuss and plan accordingly. Any and all GAHA Members are eligible to apply for an GAHA scholarship for financial assistance.

The Treasurer will notify the coach of any player with past due payment, that the player may not return to team play for non-payment of dues. Upon notification from the Treasurer, the player with a past due account will have 7 calendar days from the time of notification to bring the account current. If no payment or arrangement has been made by the 7th day at 6pm, the player will be ineligible for play until the account is current. Once the dues have been paid the player may return to team play with no disciplinary action for missing practices or games.

Any Non-Sufficient Funds checks returned by a member's bank will result in a service charge of \$35. The Treasurer will contact the parent(s) of the player and inform them they are not allowed to participate in GAHA activities until the outstanding fees have been paid. The service fee must be paid as well as the NSF check before the player returns to the ice. Once a member's check has been returned for NSF, all remaining payments must be made via money order or credit card.

Refunds

Registration fees are non-refundable after September 1st.

Refunds due to voluntary withdrawal will be based on the start date of the season. September 1st-September 30th = 75% refund

October 1st-October 31st = 50% refund

November 1st= NO REFUND

No refund will be made to members for travel league try-out fees, regardless of whether or not a member plays on a travel team. Travel team head coaches for each team are required to sign a financial responsibility agreement prior to tryouts.

No refunds will be made to members who are suspended by USA Hockey, MAHA, GAHA or any other hockey league affiliation.

Not excluding the above non-refundable fees, if a player is injured for the remainder of the season or relocates, and has paid more than the above non-refundable fees, a refund will be made in the amount equal to the pro-rated ice fees times the amount of ice times that the team has left and paid for in full to the GAHA treasurer. The effective date of resignation shall be that date the GAHA Board of Directors receives written notice of such resignation. If no written notification of resignation is received, the player will be considered active and all dues and fees payable in full.

Exceptions to this refund policy must be brought to the GAHA Board of directors for approval.

Fundraising Rule:

- A. No raffles or game of chance, without the written permission of the GAHA Treasurer.
- B. All fundraising dollars shall stay in the team account in which they were acquired. For example, if a 12UB team fundraises, any monies generated shall stay in the 12UB account, regardless of movement of players and/or coaches to other teams. If an account no longer has a rostered team attached to it, the board may at their discretion of majority vote, reallocate the funds.
- C. All fundraisers must be approved in writing by the President prior to any public announcement of a fundraiser event/activity.
- D. All fundraising dollars raised will be shared with the association in a format of 70% towards the team conducting the fundraiser and 30% towards to the association. This does not apply to direct cash donations to a donor selected team.

Advertising / Social Media

- A. Any GAHA sanctioned activity/event being promoted by advertisement, flyer, internet based post, etc must be approved by the President prior to its posting.
- B. This rule does not include posting team game stats, team photos, or sharing of non-GAHA sanctioned media.

Reimbursement Requests / Team Financial Transactions

- A. Only the Board approved team manager can make financial requests to the Treasurer. This includes refunds requested by team members. An official request for reimbursement form must be completed prior to any reimbursement being issued.

Placement of Players

Section 1: Board of Directors Role

The Board of Directors shall set the minimum team size each year. A maximum of (20) players will be allowed per team as set by USA Hockey.

Section 2: Minimum Team Size

The minimum team size will be set by the number of individuals required to cover all fixed and variable costs that will be set by the number of individuals in the annual GAHA operating budget. Travel teams will be limited to a minimum of 13 players

Section 3: Player Request for Age Group Transfer

The ADM/Coaching Director will occasionally move players up to the next level, under one or more of the following conditions:

A player has superior skills and/or size such that he/she would not be properly matched or challenged at his/her current level.

As will occasionally be true in a small community program, player(s) may be moved up if an age level has too few or too many players. This requires parental consent and vote by Board of Directors

NO MOVE-UP IS GUARANTEED TO ANYONE.

A parent may request a move-up to the President, but the areas above will be the governing factors. Requests must be submitted in writing and/or via email to the President. A determination of request will be processed and final within 7 calendar days of the date the request was made if made during the season. Requests made during the off-season will be conducted prior to the season starting.

The recommendation will be made by the ADM/Coaching Director using the move up on-ice evaluation procedure, discussed with the current coach and the next level coach and a decision will be made. The family will be notified by the ADM/Coaching director. ADM/Coaching director will inform the Treasurer and the Secretary/Registrar immediately of any players moving up to have any additional fees or refunds, appropriate registration paperwork done to provide to the family at time of decision. In the event there is not an ADM/Coaching Director, the President or his/her designee will fulfill the duties of the ADM/Coaching Director for this purpose.

PLAYING RULES

Association Teams will only be entered into the district tournament by request of the head coach. Failure of the head coach to show up for the district tournament will result in immediate coaching suspension for the remainder of the season and the following season (By D7 Rule). If there is more than one team at an age level, D7 rules will apply if a playdown is required.

Section 1: USA Hockey and MAHA Rules

The rules of USA Hockey shall prevail, except as modified herein.

The teams shall be registered with Michigan Amateur Hockey Association, (MAHA), shall abide by all state association rules.

Section 2: Travel Teams

Travel Teams are to abide by USA Hockey and MAHA Rules, in collaboration of GAHA's Bylaws and Policies and procedures.

Section 3: House Teams

House Teams are to abide by USA Hockey and MAHA Rules, in collaboration of GAHA's Bylaws and Policies and procedures.

Section 4: Equal Time and Sportsmanship

All players in similar positions on house division teams, barring injury, are expected to contribute their best effort and display sportsmanship following the Player Code of Conduct; and based on these pledges shall skate approximately an equal amount of time in all games. Discrimination because of a player's ability shall not be allowed. Declared goalies (players who have been designated as a

goalie at registration by parents/guardians) not dressed as a goalie during a game shall, at the coaches' discretion, have the option of playing a skating position. Conflicts which arise from this action will be addressed by the GAHA Board on a case-by-case basis.

The exception for equal time is tournaments, league playoffs, district playoff games, and state tournaments. House coaches have the discretion of playing to win under these exemptions only (within reason). Consecutive shift restrictions imposed by USAH and MAHA still apply. **This exception does not apply to 6U and 8U teams.**

Section 5: Consecutive Shifts

No player shall skate two consecutive shifts unless the team has less than ten skaters, not including goalies. No player shall remain on the bench in excess of two consecutive shifts unless the team has more than three full lines. A shift will be defined as any change in skaters.

Rules of Conduct

Section 1: Sportsmanship

Good sportsmanship is required of all players, coaches, parents, and spectators. All league and association rules will be strictly enforced.

Coaches are responsible for their players' conduct, safety, and well-being. Parents will be held responsible, along with the player, to see that all rules and policies are followed including those of the S.T.A.R. Program.

Section 2: Equipment

The coach and manager have the responsibility to ensure that all mandatory equipment is worn. A bench minor may be assessed, or a misconduct penalty may be imposed after a warning to any player for improper equipment, and a game misconduct shall be imposed for the second offense by the same player in the same game.

The following equipment is required for all players skating in games and practices. This equipment is not provided by the association. If skating on a travel team, coaches may require particular colors of equipment but may not specify make or model:

Helmet with approved face mask and valid date sticker

Hockey gloves

Hockey pants with pads

Shoulder pads

Shin guards

Supporter with cup (boys) or pelvic deflector (girls)

Elbow pads

Internal colored mouth guard

Protective safety lens when needed

Goalie must wear an approved facemask and helmet throat shield

Neck guard

Stick must have the butt-end of the handle covered properly with tape or rubber end cap
Any other equipment covered by USA Hockey or MAHA rules

Parents have the obligation to ensure that all of their player's equipment is in satisfactory condition, of the correct size and has not been modified in any manner that would reduce its performance as warranted by the manufacturer. All coaches are required to check equipment and work with the Equipment Manager to satisfy this requirement. Players parents/guardians will be contacted by the coach or Equipment Manager for any equipment related issues.

All coaches, assistant coaches, trainers, and student coaches helping at the rink for GAHA purposes must wear a helmet when on the ice. Anyone under the age of 18 must also wear a helmet when in the penalty box or on the players bench.

Equipment, with the exception of helmets and skates, are available for "rent" from the Equipment Manager to ensure all players have the appropriate equipment. Equipment Room has extra donated equipment for use, free of charge. GAHA's Equipment Manager will be available throughout the season for equipment checks on all players, along with assisting in renting equipment or exchanging when needed.

Section 3: Uniforms

GAHA will provide travel and house teams:

Two game jerseys per player in GAHA team colors 10U and up and One jersey for 6U/8U.
One pair of matching hockey socks

Jerseys are not to be worn at practice or be taken home by individual players. It is the responsibility of each team manager to collect jerseys after every game, wash jerseys, and to bring jerseys to every game.

GAHA will provide one jersey each for Instructional Program (IP) players. (at the discretion of the Financial Committee)

To be eligible to play in a game, players are expected to wear the official jersey issued by GAHA for their specific team.

Code of Conduct

RULES AND REGULATIONS

All persons who participate in GAHA sanctioned events, including players, coaches, on-ice minor officials, parents and spectators, are expected to abide by and conduct themselves in accordance with the Zero Tolerance Policy.

GAHA, according to MAHA and Local Law Enforcement, shall adopt policies prohibiting sexual and physical abuse which meet certain minimum criteria established by MAHA (subject to any contrary requirements contained in state or local law) (Sect. 3.K of MAHA Affiliate Agreement)

Profanities and obscenities, either by word or action, are prohibited. The use or possession of any

alcoholic beverage by minors is prohibited. All schedules and curfews will be observed and honored. There shall be no tobacco product usage by team members when representing GAHA events and activities.

The use of drugs is prohibited. Any team member requiring prescription medicine must have a written statement giving information on medication, must be in the original prescription packaging and must notify the Coach. If a parent accompanies the player on the trip, this information is not needed, however the parent must keep the medication in their possession.

Property of others will be respected (buses, motels, etc.). No damage to the property of others will be tolerated. If any damage occurs, the responsible team member or his/her parents or guardian shall be liable for any repair or replacement costs. In the event that damage occurs to the property of others and it cannot be ascertained exactly who is responsible, GAHA reserves the right to review the situation and affix the responsibility to more than one team member.

Example: damage to a motel room shared by several members of the team. In such an instance, all the room's occupants are likely to be held equally responsible and cost liabilities would be borne equally by the occupants or parents or guardians.

No player, coach, manager, team member or parent shall enter the referee's room before or after a game to confront or question the officiating. Complaints involving officiating should be documented in writing and presented to the MAHA Representative and Chiefs Referee Scheduler in a timely manner.

The Team Coach, as designated by the GAHA Board of Directors, is in complete charge and is wholly responsible for the team and its activities.

Any player, coach, parent or team member who starts or participates in a fight on or off the ice will automatically be suspended. Fighting will require a hearing before the Disciplinary Committee.

Any player receiving five (5) minor penalties in a game will automatically be issued a game misconduct. Any player, coach, or manager receiving a game misconduct penalty will receive a one game suspension, to be served at the next scheduled game.

Any coach or player receiving two (2) or more game misconducts in the same game or weekend, will automatically be suspended from GAHA activities and games, and must go before the Disciplinary Committee.

A second game misconduct in the same season will result in a two-game suspension or one game suspension and community service; a third episode during the same season will result in a complete suspension from all GAHA activities, pending a hearing before the Disciplinary Committee.

It should be stressed that as our teams travel, as well as host other teams, they are Representing GAHA and should act accordingly. The Head Coach, Team Manager, Assistant coaches and/or Disciplinary Committee will deal with inappropriate conduct.

Penalties for violating any of the above regulations may vary from a simple on the spot reprimand by the coach, to a permanent suspension of the violator(s) from any further GAHA activities.

In Order to preserve as far as possible the purity of amateur hockey, any recourse to the courts or legal action by a member or individual (before all of the rights of the constitution by laws, rules, and regulations of this association shall have been exhausted) shall be considered ungentlemanly conduct entailing the immediate suspension and disqualification of any such member or individual.

General Rule Governing Players

Players will play according to USA Hockey age divisions and will not be allowed to play up unless approved by the GAHA ADM/Coaching Director. Requests must be made in accordance with the section titled: ***Placement of Players, section 3.***

No special requests for a team, coach and/or teammates will be accepted.

Players cannot and will not be traded and/or loaned at any time. The Registration Chairperson and MAHA representative must authorize Player moves from team to team.

Because House League rules require equal play time and with this in mind the following will be followed:

No player will be refused an opportunity to play on an GAHA House team, due to ability or playing experience. It will be the objective of all House level coaches to develop all players and to provide equal ice time opportunities to all participants based on the following criteria:

Be a member-in-good-standing, including all player fees being-up-to date. Respectful behavior will be shown at all times to all team members. Have regular attendance and cooperative participation at practices. Players must have proper equipment to participate. Players will wear a complete uniform, as set forth in USA and GAHA rules when on the ice. An internal mouth guard attached to the facemask will be required at all age levels, USA approved face mask and headgear, with chin straps properly fastened, are minimum requirements and will be mandatory for all age divisions. Neck guards are required at all age levels.

General Rules for Parents

Parents are to follow the rules set forth in these Operating Procedures as well as the GAHA bylaws and MAHA and USA Hockey documents. Parents are expected to be responsible spectators of hockey as well as ambassadors of the game.

Anyone found to vary from the above mentioned may be brought before the GAHA Discipline Board for termination of their member-in-good standing status as well as other privileges.

General Rules

Management of Ice Time

The Scheduler/Tournament Director, in cooperation of the Sportsplex Director will make all team ice time assignments. All House & Travel teams will be allocated an average of 1-2 practice sessions per week. If additional ice is required for any other reason, the team must contact the scheduler.

Payment for this extra ice will be required at the time of scheduling. **INDIVIDUAL TEAMS MAY NOT CONTACT THE SPORTSPLEX DIRECTLY TO SCHEDULE SANCTIONED ICE.**

Discipline Procedures

Discipline Committee

A Discipline Committee will be provided to review and take appropriate action on all situations regarding conduct as listed in the GAHA Bylaws, Operating Procedures, MAHA Rule Book, and USA Hockey Rule Book.

The Committee's jurisdiction will include all incidents involving the GAHA and all people connected with said incidents. The committee shall convene at the request of any Director. Anyone in the GAHA may request a Director to convene the committee. A quorum of the committee is required for the committee to initiate any action. A quorum consists of a simple majority of the committee members plus the chairman.

When a player is called before the committee, it is mandatory that said player be accompanied by his/her parent/guardian.

If a member of the committee is directly involved in the action placed before it, the member in question will remove him/herself from meetings regarding that particular incident and be temporarily replaced with an appointee of the President's choosing. When in doubt, determination if a conflict of interest exists will be made by the By-Law Committee Chair.

The Discipline Committee will convene in no less than 72 hours if said action involves suspension from playing games, participating in practices or removal from ice premises, whether it involves an adult or minor GAHA member.

The Discipline Committee will convene within 7 days if said action involves other items than listed above.

Recommendations of the committee may go beyond the scope and severity otherwise offered by MAHA, USA Hockey or other League rules.

All parties involved in the dispute/complaint/grievance must attend the committee hearings and offer their testimony in person. The chairman of the committee is responsible for notification of all parties involved at least twenty-four hours prior to the hearing.

All witnesses in attendance at a committee meeting may offer pertinent information regarding the incident(s) under consideration. However, once all testimony and comments have been made, the committee itself shall discuss and vote on the matter(s) before it, only after all others have removed themselves from the immediate area.

Recommended disciplinary action requires a majority vote of the Committee in attendance. It shall be the responsibility of the Chairman to submit in writing, a report on the Committee's findings to the President and the Secretary of the GAHA within 48 hours of the meeting's adjournment.

Formal action or approval of the Committee action by the Board of Directors is not required, but the Board, at its discretion, may take further action, as it deems necessary.

Appeals from the committee action may be made within thirty days of the Committee's final hearing on the issue and must be made in writing to the President of GAHA. The Executive Board will hear appeals. Further appeals beyond the Executive Board may be made to the Michigan Amateur Hockey Association.

Grievance/Complaint Procedure

All grievances with the coach, player or team shall not be confronted until 24 hours after the incident in question. Attempts to solve team related problems should first be directed to the team's Head Coach and/or Team Manager.

Any GAHA member-in-good standing may at any time fill out a grievance/complaint form. (Located in the Mailbox slot in the back office at the Sportsplex.)

If solvable by the ADM/Coaching Director, said action will be taken by the Director (example would include a first-time reminder to a coach that all players must wear mouthpieces).

All events requiring action involving possible suspension, removal from on-ice activity or removal from member-in-good standing status must go before the Disciplinary Committee.

Should a member be unsatisfied with the solution and/or handling of the matter by the Disciplinary Committee, said member should submit the same grievance/complaint with any actions taken by the Disciplinary Committee to the Appeals Committee.

Non-Discrimination Policy

It is the policy of the Gaylord Area Hockey Association (GAHA) that no person, on the basis of race, color, religion, national origin, ancestry, or inappropriate criteria as prescribed by law, shall be discriminated against in participating in any GAHA sanctioned activities.

GAHA will provide an equal competitive opportunity, taking into account ability, physical size and other athletic criteria, to amateur athletes, coaches, trainers, managers, administrators, and officials to participate, consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin. (Sect.3.G of MAHA Affiliate Agreement)

GAHA shall annually make available to its members, upon request, copies of its constitution, By-Laws and other governing documents, and all amendments thereto. (Sect.3.F of MAHA Affiliate Agreement)

All MAHA Affiliate Agreement changes are automatically added to the GAHA bylaws without a need for a vote by the membership.

Updated on 9/10/2023