

Winona Area Youth Hockey Association Hockey Operations Manual



*****Winona Area Youth Hockey Association will be referenced as “WAYHA” throughout this document.*****



WAYHA Hockey Operations Manual

Operations Manual Revision History

Revision Notes	Revision Date	Revised Section	Revised By	Version
Creation of WAYHA Hockey Operations Manual	9/5/2022	All	Brad Hermesen	1.0
WAYHA Board Approved	6/12/2023	All	WAYHA Program Committee	1.0



Winona Area Youth Hockey Mission Statement

“... organize and provide hockey opportunities for the boys and girls of Winona and surrounding communities in a safe, respectful learning environment that encourages the development of sportsmanship, teamwork, life skills and individual achievement while building on the fundamental skills of hockey.”

Winona Area Youth Hockey Program Committee Goal

“We want to produce players to be able to play at the next level after leaving our program. Create a culture for success and fun at all player levels.”



Section One - Winona Area Youth Hockey Operations Summary

Oversee and implement the WAYHA hockey program of on and off-ice player and coach development, using principles of the [LTAD](#) (Long-Term Athlete Development), [ADM](#) (American Development Model), [MDM](#) (Minnesota Development Model), and age appropriate training practices. Additionally, strive to become a “Platinum” level recognized development program by the Minnesota Model Association Program as defined by Minnesota Hockey ([Minnesota Model Association Program](#)). For more parent focused resources relating to the above topics please review [ADM Parent Resources](#).

Section Two - General Policies

The following are the current policies of the Hockey Program Committee. They are to be reviewed at a minimum on an annual basis and presented to the WAYHA Board of Directors for review.

1. Program Committee Chair shall be appointed in accordance with the WAYHA by-laws and adhere to defined role description.
2. The committee shall consist, at a minimum, of the following: WAYHA Vice President, Program Committee Chair, and
 - **Coach Development Director** - Role includes assisting coaches in following the Program Committee defined player development program. Assist coaches with any on/off ice resources as it relates to practice planning and game play. Planning and running coaches meetings during the season and any minor coach disciplinary actions. Verify all coaches have coaching related registrations and course work completed by required dates of the given year.
 - **Player Development Director** - Role includes working with players and coaches on/off ice on skill development. Attends a designated amount of practices at all levels to provide coaching support and



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assist with practice drills. Must attend games for all levels to assess practice direction is translating to game play. Advises Program Committee on player hockey skill adjustments needed in practices throughout the season. Be a positive role model to all players and coaches. This is a paid position.

- **Goaltending Development Director** - Role includes working with goaltenders at all level WAYHA player levels following the Program Committee goaltending development plan. Hold weekly goaltender only clinics during the season.
- **Level Coordinators** - This role reports to the Coach Development Director. Role includes supporting coaches, players and parents for their defined level. Attend practice sessions to promote adhering to the Program Committee on/off ice player development strategy. Assist coaches with any minor disciplinary actions with players. Be a resource for parents with questions or concerns as it relates to their level of play. Be an on ice helper as needed if capable. Defined Coordinator Levels:
 - LTS Level Coordinator
 - Mite Level Coordinator
 - Squirt Level Coordinator
 - Girls Level Coordinator
 - Peewee Level Coordinator
 - Bantam Level Coordinator
- **Hockey Development Consultant(s)** - High School, College, or any next level play coach(s) to advise the Program Committee on overall hockey play and development direction.
- **Parent Training Coordinator** - Role includes providing any communications to membership supporting player activities as it relates to the entire organization. Per guidance from the Program Committee utilizes social media, email, website content distribution educating membership on WAYHA Program Committee, MN Hockey and USA Hockey key development initiatives.

1. The Program Chair shall have the ability to appoint additional committee members as needed.



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2. At a minimum, the Program Committee shall meet at least once quarterly throughout the operating year.
3. All members of the Program Committee must have a current USA Hockey Volunteer registration, SafeSport Training, and Completed Background Check.
4. Player and Goalie Equipment requirements - See WAYHA Handbook
5. Player\Coach\Parent Discipline Process - See WAYHA Handbook
6. WAYHA has adopted the USA Hockey locker room policy - See WAYHA Handbook
7. Glossary of Hockey Terms - See WAYHA Handbook

Section Three- Player Age Eligibility

The age groups for all players participating in the WAYHA hockey program Under MINNESOTA HOCKEY sanction will be as follows:

- All player levels will be in accordance with Minnesota Hockey.
 - [Minnesota Hockey Age Chart](#)

Section Four- Hockey Levels of Play

As administered by USA and Minnesota Hockey (the governing national and state bodies share four (4) age classifications at which a skater may participate. They are:

U8 (Mite), U10 (Squirt), U12 (Peewee), and U14 (Bantam). Within the U10, U12, and U14 classifications there are three competitive levels at which a skater may participate. Those being;



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“A”, “B”, and “C”, with “A” representing the highest level of intense skilled competition. It is the objective of WAYHA to offer the opportunity for the youth of the Association’s youth hockey community, to participate in the game of ice hockey, regardless of ability level.

Hockey Level of play will be defined by a majority vote of the program committee by the 1st Thursday of August of the given year.

Learn to Skate (LTS):

- Focus on having an enjoyable player experience while learning the basics of skating stride, stopping and turning on skates.
- Kids must be 4 years old to participate.
 - 3 year olds add to waiting list
 - WI residences on waiting list and cost
- Participation Cap of 80 Skaters per session
- Three skating session per season (Fall\Winter\Spring)
 - Session 1 2nd Week September
 - Session 2 2nd Week December
 - Session 3 2nd Week February
- 2 On-ice sessions per week - 30 minute recommended ice sessions
- Equipment provided by WAYHA for players

U8 (Mini-Mite\Mite):

- Utilize the ADM and MDM for station based practice planning with emphasis on small area games consisting of:
 - 90% Skill Development/Power Skating; 10% IQ.
- Focus on having an enjoyable and challenging player experience.
- 2-3 on-ice sessions per week, 1 off-ice session per week
- Mini-Mite - Team size depends on overall player numbers with mixed skill levels with no goalies at this level.
 - In-house games will be cross ice utilizing blue pucks with no penalties, offside or icing called with two minute line changes. Equal player rotation.
- Mite - Team size depends on overall player numbers with a goal of 8-10 players with mixed skill levels with rotating goalies.
 - In-house games will be cross ice utilizing blue pucks. No offside or icing called. Penalties with two minute line changes. Equal playing



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time for all players. Optional one referee with penalties called (penalty shot).

- Max number of local Jamborees 5
 - White Level (Basic Skill Level - mini-mites)
 - Blue Level (Intermediate Skill Level - mixed mini-mites and mites)
 - Red Level (Advanced Skill Level - mites)
- Skills Mastered By Level
 - Strides(Forward/Backward)
 - Power Turns/Crossovers
 - Stops and Starts
 - Mohawks
 - Transitions (F-B, B-F)
 - Intro to Passing(Forehand/Backhand)
 - Intro to Shooting(Forehand/Backhand)
 - Stickhandling
 - Agility (Jumps, Quick Get Ups, etc)
 - Keep Away
 - Positioning (BASIC)
 - As proficiency is gained add pucks to these skills.
 - Intro to goaltending (all mites given the opportunity to play in at least one practice and one jamboree game or scrimmage)
- Season Starts Third Week of September - Ends Second week of March

Squirt\U10:

- Utilize the ADM and MDM for divided station based practice planning with emphasis on small area games, hockey skills, and full ice concepts consisting of:
 - 75% Skill Dev.; 15% IQ; 10% Team Concepts
- Boys\Girls players will be grouped in practice and in-house games with like abilities
- 3 to 1 Min practice to game ratio. 3-4 on-ice session and 2 Off-ice session per week
- Team size depends on overall player numbers with a goal of 11-12 players with 1-2 goalies.
 - 2nd Year goaltenders will be encouraged to commit to position
 - If player numbers permit WAYHA will have a separate U10 girls team
- Every effort will be made to provide equal playing minutes



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- In-house games until Dec 31 will be half ice with one referee with penalties (penalty shot) and offside called. No icing called. Line changing on-the-fly. Equal playing time for all players.
- Local area games may be played prior in the month of December with teams approved by the Program Committee.
- A,B and/or C team leveling based on player skills determined by program committee and head coaches.
- No district or tournament games scheduled until after January 1st.
- Max number of 20 games including tournaments, excluding any district tournaments.
- Two WAYHA paid away tournaments and one home tournament
- Skills Mastered By Level
 - Continue Mite Program - Individual Skill Development - Start Combining
 - Skills
 - Positioning on Ice
 - OZ Cycling
 - 2 Man/3 Man/5 Man Movements
 - Push Passes(Corner to Corner)
 - NZ Regroups/NZ FC
 - DZ Positioning
 - Breakouts
 - Angling
 - Zone Entry
 - Back Pressure/Back Checking(Skilled vs Unskilled)
 - Rushes Against - Odd Man Against
 - Puck Possession
- Season Starts First Week of October - Ends First week of March

Peewee\U12:

- Utilize the ADM and MDM for station based practice planning with emphasis on small area games, hockey skills, and full ice concepts consisting of:
 - 70% Skill Development, 15% IQ, 15% Team Skills
- Players grouped in practice with like abilities
- 3 to 1 Min practice to game ratio. 3-4 on-ice session and 2 Off-ice session per week
- Team size depends on overall player numbers with a goal of 11-14 players (12 Recommended) with 1-2 goalies.



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- Every effort will be made to provide equal playing minutes. Playing time may vary in any individual game per player at the discretion of the head coach.
- A,B and/or C team leveling based on player skills determined by program committee and head coaches.
- Max number of 35 games including tournaments, excluding any district, regional and state tournaments.
- Two WAYHA paid away tournaments and one home tournament
- Skills Mastered By Level
 - Continue Squirt Program- Combining more Skills
 - Players should be able to run:
 - i. Forechecks Systems (Neutral and Offensive Zone)
 - ii. Defensive Zone Systems
 - iii. Neutral Zone Regroups
- Season Starts Second Week of September - Ends Last week of February

Bantam\U15:

- Utilize the ADM and MDM for station based practice planning with emphasis on small area games, hockey skills, and full ice concepts consisting of:
 - 70% Skill Development, 15% IQ, 15% Team Skills
- Players grouped in practice with like abilities
- 3 to 1 Min practice to game ratio. 4-5 on-ice session and 3 Off-ice session per week
- Team size depends on overall player numbers with a goal of 11-14 players (13 Recommended) with 1-2 goalies.
- Every effort will be made to provide equal playing minutes. Playing time may vary in any individual game per player at the discretion of the head coach.
- A,B and/or C team leveling based on player skills determined by program committee and head coaches.
- Max number of 45 games including tournaments, excluding any district, regional and state tournaments.
- Two WAYHA paid away tournaments and one home tournament
- Skills Mastered By Level
 - Continue Pee wee Program- Combining more Skills
 - Players should be able to identify different systems that they are playing against.
- Season Starts Second Week of September - Ends Last week of February



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Head Coaches:

- Coaches and managers of teams that abuse the above policy will be subject to sanctions determined by the Program Committee and reviewed and approved by the Executive Committee.
- Most importantly, the coaches, players and parents will set a good example of sportsmanship and good conduct both on and off the bench and, in general, behave in a manner that will reflect favorably on the WAYHA Program.

Players petitioning to play at a different age level:

- Players must play at their designated age levels and Minnesota Hockey Peer-Up policy players are exempt from this process. However, a process has been established for those few individuals who feel there is a unique circumstance that warrants them playing at a non-designated level.

The Hockey Program Committee will review the petition(s) and a recommendation will be made to the Program Committee. The Program Committee shall make the final determination regarding which petitions are accepted. Notification of final level placement will not be determined until after the evaluation period has begun. The petition shall specify why the skater and WAYHA will benefit if the player is allowed to play at the requested level.

The petition must include:

1. A form completed by a parent\guardian stating the unique reason(s) for the request to move to a different level. Form found on the www.winonahockey.com website.
2. A statement from the player indicating their desire to move
3. An email from the prior year's head coach indicating that this player would be capable of playing at the requested level. Send email to wayha.program@winonahockey.com.

All petition requests must be received by September 1st. Petitions received without all required documentation will not be brought forth to the Program Committee for review.



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In the event there are enough skaters of the correct age classification already registering for evaluations for the requested level the petitioning underage skater(s) must attain a final ranking in the top 5% in order to be placed on a traveling team as well as Program Committee Discretion. Those skater(s) not attaining this ranking will be assigned to the appropriate level if there is room. In the event that there are at least 15 skaters and 2 goalies “of age” on the C teams, underage players may be asked to remain in the program for their age.

It is strongly recommended that players not move into checking level until they are age eligible. WAYHA will follow MINNESOTA HOCKEY District 9 policies related to moving youth to non-designed levels and checking leagues.

Section Six - Coach Selection Process And Requirements

The WAYHA Hockey Program Committee will design, administer and manage the selection of all Head Coaches subject to final approval from the Hockey Program Committee. The following are the basic guidelines and policies to be followed:

1. Coach candidates must complete a coaching application by the first Thursday of July of the given year.
2. All Head Coach Candidates shall be interviewed by the Program Committee.
3. All Coaches must obtain the appropriate CEP certification level as required by Minnesota Hockey. Candidates in the process of obtaining this certification may be considered based on their background. WAYHA will reimburse all fees for obtaining these certifications upon successful completion.
4. The Program Committee will strive to select as many non-parent Head Coaches as possible. Selection of non-parent vs. parent coaches will be based solely on the background and experience, not on parental status. The committee will attempt to fill as many head coaching positions as possible by the August general membership meeting.



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5. All Head Coaches must be approved by the Program Committee.
6. Parents who wish to be assistant coaches or managers may only be selected after the team selection process is complete.
7. Each head coach shall have the flexibility and freedom to instruct their team within the guidelines established by the WAYHA Hockey Program Committee and hockey operations manual.
8. Each head coach is required to submit to the Hockey Program Committee chair a copy of his/her team rules and team guidelines within ten (10) days of the end of tryouts for that level each head coach will submit a signed team guideline verifying that it was submitted to every skater and parent.
9. Each Head Coach is required to submit to the hockey program committee chair his or her list of assistant coaches for review and approval prior to placing the assistant coaches on the roster.

All tasks required to be a rostered coach must be completed on or before December 31 of the current year. These tasks are specified by the WAYHA Registrar and include but are not limited to:

- CEP Certification (proper and current, as required)
- Age - Specific Module
- SafeSport Certification
- Background Check

Section Seven - Team Selection Process

The WAYHA Hockey Program Committee will design, administer and manage the selection of all WAYHA competitive hockey teams. The Program Committee has defined a player evaluation process that can be found in the WAYHA Handbook and shall be reviewed and updated annually. The Hockey Program Committee will prepare and post a player evaluation schedule and standardized evaluation drills and in-house scrimmages prior to the beginning of evaluation period.

Section Eight - Miscellaneous



None. Reserved for future items.