



KODIAK
HOCKEY
LEAGUE



MEMBERSHIP HANDBOOK

Kodiak Hockey League

Kodiak, Alaska

<http://www.kodiakhockeyleague.org>

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MESSAGE FROM THE BOARD

The Board of Directors is pleased to present the KHL Membership Handbook. As our program continues to grow, we realize that members have many questions regarding all aspects of our association. We have assembled this handbook so that members have a place to turn to when questions arise regarding our association and the parameters that we operate within.

This handbook covers topics such as composition of the KHL Board of Directors, Registration, Refund Policy, Equipment, Player and Parent responsibilities, Fund Raising, Code of Conduct, and many other details

Our membership averages 185 players and ranges in age between 5 year olds, and 18 year olds. We have 7 age levels –6U, 8U, 10U,12U, 14U, 16U & 18U plus our Learn to Play program.

None of this would be possible if not for the dedication of so many volunteers that keep the program going. We have 7 members on the board that meet throughout the year. We have coaches that donate endless hours preparing practice plans and being on the ice. We have a great rink, and of course we have the parents and players that make it all worth it. We are very fortunate to have so many dedicated people in our association.

This handbook is another step in our pursuit of defining who we are. We hope you find it to be useful.

Thanks for your support of this great association and we will see you at the rink. Kodiak Hockey League Board of Directors

INTRODUCTION

Kodiak Hockey League (KHL), formed in 2014, is an affiliate of the USA Hockey Association and the Alaska State Hockey Association (ASHA) in good standing. KHL is a 501(c) 3 non-profit corporation committed to conducting a developmental and recreational Youth Hockey Program. This handbook is designed to acquaint you with KHL as an organization and their youth hockey program rules and procedures. Every adult that has a child registered in a KHL program becomes a member of KHL. Since everyone is a member in the association, general and special rules governing several aspects of the program are included. These program rules and procedures may be updated occasionally but will be implemented in addition to the State Affiliate Handbook, Pacific-District Guidebook, and the USA Hockey Annual Guide. KHL will utilize the Baranof Ice Rink for practice/instruction sessions as well as scrimmages and games. Use of this facility is made possible by a collaboration with the City of Kodiak, scheduling is subject to change at the discretion of the rink manager.

KHL MISSION STATEMENT

The Kodiak Hockey League (KHL) is a 501(c)(3) non-profit organization formed to provide hockey instruction in a safe, fun and competitive atmosphere.

KHL GOALS AND OBJECTIVES

KHL is staffed by a volunteer Board of Directors, coaches and parents who are committed to providing an enriching and challenging program by teaching teamwork, discipline, self respect, respect for others, and a lifelong appreciation of the game of hockey. The overall goal of KHL is to provide ice hockey opportunities for youth who wish to participate, regardless of their athletic ability. KHL defines success as continual player development that improves one's skill while building sportsmanship and character through active participation in the sport of hockey. Hockey activities are designed to meet the needs of entry-level youth with progressive and challenging programs as they move up each age specific divisions in the recreation league.

Good sportsmanship from all members and participants is stressed and all players are given a fair opportunity to play during games. All divisions emphasize skating skills along with stick control, puck handling, various team positions, the essentials of team play, and general objectives of the game. Emphasis is placed on the youth gaining age appropriate abilities and enjoying the sport of recreational hockey. It is our goal to deliver the appropriate level of coaching, mentoring, and inspiration to ensure players have developed the skill and attitude to continue on to various levels of hockey beyond high school.

Each Hockey Season, KHL may participate in both Rec A and B of the Alaska State Hockey Association. Divisions eligible to compete are 10U, 12U, 14U, 16U & 18U. The Rec A and B levels that KHL may participate in are tiers that KHL has chosen as a means of continuing a learning and recreational atmosphere for development.

Development of all travel team(s) will be based on availability of resources, ice time, selection process, funding, travel costs, the desires of its players and the commitment of membership. However, final approval is required by the KHL Board of Directors.

KHL ADMINISTRATIVE BODY

KHL as an organization is managed by seven Board of Directors. The directors are elected from the general membership and hold their seat for a two or three-year term; directors are volunteers and receive no compensation, in fact, there are no paid staff members employed with KHL. The membership elects the Board of Directors during the annual meeting but the Board may fill vacated seats. Members are encouraged to become board members or to participate as a committee member or to special projects.

The Board of Directors will generally meet once a month or as needed. Any member of KHL may attend these meetings. Anyone wishing to address the Board may do so by contacting the president or vice president and request to be placed on the agenda. In the event that a member is unable to make contact with the president or vice president, they may show up and request to have the agenda amended at the beginning of the meeting in order to be heard.

KHL Board Committees:

In accordance with KHL bylaws, the board will establish standing committees and subcommittees to address specific topics.

Current subcommittees include:

- Fundraising;
- Disciplinary;
-

Kodiak Hockey League Organizational Structure

President: John Glover

Vice President:

Treasurer: Debbie Glover

Secretary: Jessica Horn

Registrar: Jessica Horn

Fundraising Coordinator Liz Demerest

Discipline Board chairperson: Lia Sanford

Director of Coaching: John Glover

Coach Liason: Kendra Nicholson

CEP Coordinator John Glover

QUESTIONS AND CONCERNS

Questions and concerns are a natural occurrence. Members who have issues for which they desire some explanation or resolution are encouraged to first contact the head coach and they will usually be able to answer your questions or address your concerns. By doing so, most issues may be resolved at the first level. However, if the matter is unresolved, please contact the Coaching Liaison. The feedback form on the KHL website may also be used. Serious matters will be brought to the attention of the KHL Board of Directors.

VOLUNTEERS

The Youth Hockey Program is operated by volunteers and parents who donate many hours of their time to achieve a successful program. There are many duties which need to be accomplished by the membership. Some span the full season and other duties are occasional. If you have an interest in becoming a board member or see a special area of need in the KHL program where you can make a positive contribution, please contact your Head Coach or a KHL Board Member for more information. Your participation is appreciated and will contribute to the long-term sustainability of KHL.

FEES AND REFUND POLICY

The fee schedule is set by the Board of Directors each year and is based on the estimated number of participants and other administrative and league costs. Registration for KHL must be done on-line. The KHL Board of Directors will also consider awarding scholarships on a case-by-case basis, please contact the KHL Registrar. The Board keeps the list of scholarship recipients confidential.

The Board will consider a request for refund on a case-by-case basis. A written justification must be submitted for the Board's review and consideration. Parents may either send an e-mail directly to kodiakhockeyleague@gmail.com or may deliver the written justification to the KHL Treasurer. The board of directors is responsible for reviewing all refund requests. Approved refunds may be prorated and bank fees deducted. Members should allow up to 30 days to receive refunds from the time the request is submitted. The amount paid to ASHA and USA Hockey is non-refundable.

EQUIPMENT

Parents/guardians have the responsibility to ensure that their child is furnished with and wears – during all games and practices – the following mandatory safety equipment:

Helmet with face mask as approved by USA HOCKEY – HECC, with a valid expiration date.

Internal mouthpiece of a color other than clear

Shin pads

Elbow pads

Shoulder and chest pads

Hockey gloves

Hockey pants

Athletic supporter with hard plastic cup

Hockey skates (Regular sharpening recommended)

Hockey stick

The above equipment is made mandatory by USA Hockey rules and our insurance coverage. Failure to wear this equipment on-ice negates our insurance coverage. At the start of any game the referee may conduct an equipment check. Any player not wearing mandatory safety equipment required for that age group will not be allowed to play. If a piece of equipment breaks during the course of a game, it is to be repaired or replaced before the player may continue.

JERSEY RESPONSIBILITY

Jerseys and socks are available to purchase at the time of registration. Each player must purchase a light and a dark game jersey and a practice jersey. Practice jerseys must be worn at each practice and game jerseys and socks must be worn during each game. Jerseys may be worn for multiple years provided they are of the same design and in good condition.

BIRTH CERTIFICATE AND OTHER DOCUMENTS

Players must be registered using their name as it appears on their birth certificate. This is important because a copy of the birth certificate is needed by the ASHA State Registrar when authorizing the team rosters for the State Tournaments. The KHL Registrar will coordinate the approval process with the Age Group Manager and Head Coach to ensure all required documents are in order.

INSURANCE COVERAGE

Each registered player and coach is covered by a group insurance policy with USA Hockey. This is, however, a secondary policy, which means that it only covers costs not covered by a member's primary insurance carrier. If a member has no primary insurance, then this insurance may be considered a primary policy covering hockey-related injuries.

In all cases, there is a minimum deductible that may vary from year to year. In the event that a player suffers an injury, the player or the family must:

Contact the head coach (if not on the ice). The Head Coach and parent will work with the KHL Registrar to complete the required insurance form.

Notify the board of directors via email at kodiakhockeyleague@gmail.com

It is the responsibility of the head coach to receive the required claim forms from the KHL Registrar. If a player or coach suffers an injury, even where no intent or need for filing of a claim is perceived at the time of incident, the player, coach and parent are required to report the matter to the team's head coach who will also notify the Registrar and the Coaching Education Program (CEP) Coordinator of the incident in case a claim needs to be filed at a later date. Note that in most cases, treatment must be received within 30 days of the incident to receive coverage through USA Hockey insurance policy.

The head coach may request that the player or coach be seen by a physician if the injury is deemed potentially serious. Parents will be notified immediately and the consent to treat forms will be used in the event the parent(s) are unavailable. Any player who suffers an injury during a KHL sanctioned session requiring ongoing medical treatment must provide a Doctor's statement of release before they will be allowed to return to and participate in the KHL Youth Hockey Program. If the injury prevents the player from returning to the ice for the duration of the season, then a refund may be requested for a prorated amount. See FEES AND REFUND POLICY.

SAFESPORT

The safety of its participants is of paramount importance to USA Hockey. This includes not only on-ice safety, but also off-ice safety in any part of USA Hockey's programs.

USA Hockey has long had systems in place to protect its participants from physical abuse, sexual abuse and other types of abuse and misconduct that can be harmful to youth hockey players. These include without limitation Physical Abuse, Sexual Abuse, Screening, Locker Room Supervision and Hazing Policies, in addition to Codes of Conduct applicable to administrators, coaches, officials, parents, players and spectators. Each season, USA Hockey and KHL require all coaches and managers to complete an online

SafeSport training module prior to interaction with players. In addition, USA Hockey developed the SafeSport Handbook and made it available on the USA Hockey website. It is intended to update and collect USA Hockey's various policies to protect its youth participants from all types of misconduct and abuse. Coaches must be familiar with the SafeSport Handbook and abide by its policies.

HEALTH CONDITIONS

Any health or physical impairment which might potentially affect a player's performance in the sport of hockey must be noted on the registration and medical release / consent to treat form. In the event this did not occur, please contact the registrar so that it is documented. Conditions such as asthma, epilepsy, visual or auditory impairment, etc. are included and should also be reported to the team coach to ensure that he or she is fully aware.

PLAYER EVALUATION AND TEAM SELECTIONS

All players will begin the season in their age appropriate division with the exception of first year players who start the season in the Learn to Play Program (see Learn to Play section) . Skills evaluations and team selections will be conducted in a fair and impartial manner under the supervision of KHL coaches. The age group coaches are responsible for the choice and number of players for each team in the age group. Team selections will be based upon the player's desire to play, abilities and the need for balanced teams. Skating skills, experience, work ethic and commitment are among the criteria considered when making selections. Race, gender, ethnic background and religion shall not be considered during the selection process. Positions will not be "promised" to a player prior to the selection process. All slots on each team will be open for consideration and selection.

In order to keep balanced competition throughout the season the head coach may deem it necessary to rearrange teams/players. This can have the added benefit of having players experience different positions on the ice and experiencing play with different players.

Players may not play in a division below their age bracket per regulation of USA Hockey. However, those who are considered to be advanced in skills and are mentally and emotionally capable of playing in an advanced division can be considered to play up a division. This process is explained in detail later in this handbook under the header: Changing Divisions.

Travel Team selection will be made in accordance with ASHA rules and regulations. Participation on a Travel Team is voluntary and additional expenses are incurred by participants. See Travel Team Guidelines for more information.

FAIR ICE TIME

KHL supports fair ice time for all players for KHL games. Coaches are required to use their best efforts to give ice time fairly to all players on their team. In general, the "fair ice"

policy applies to goalies. However, it is left to the coaches to decide how to rotate goalies on teams with more than one. For state tournament play coaches will have greater latitude in providing ice time for players.

Generally, each division will have a minimum of 2 on-ice practices and one game per week. The Learn to Play will have an abbreviated season and ice time schedule. Practices and games will be conducted at each age level according to the ADM.

THE AMERICAN DEVELOPMENT MODEL

The American Development Model (ADM) is a nationwide model developed by USA Hockey for successfully developing American hockey players. It is a tool that will ensure every kid will have the same chance to succeed. For example, part of that success will come from players of all skill levels playing together. They'll be able to work with the best coaches and learn from each other as they grow and learn the sport of hockey. Another great benefit of having more players on the ice together is that the total cost of ice goes down per player. Again, the ADM is a set of guidelines designed specifically to help players reach their full potential.

In accordance with the Alaska State Hockey Association, KHL has incorporated the ADM into its program for all age groups. Part of the ADM is that players should be well rounded. Studies have shown that the best developed hockey players are those that participate in multiple sports and activities, not just hockey. That is why we encourage players to stay physically active year round. Another aspect of the ADM is the emphasis on individual skill development. The emphasis at practices will be developing each player to their full potential while having fun. This includes lots of small area drills and games. The result is more puck touches and skating development for every player.

TRANSFER WITHIN AGE GROUP

Players improve their skills and mature physically and psychologically at different rates. Coaches are expected to manage the team rosters in a manner that allows all players an opportunity to progress both individually and as a team. Player transfers, when required, will only be made with consent of the Head Coach of the division who will coordinate the transfer with the other coaches involved. The Head Coach has the authority to transfer players between teams within their group as needed to create balanced teams in order to improve the quality of the game, foster good sportsmanship and ensure a positive experience for players, teams and spectators.

TRANSFER TO OLDER AGE GROUP/MOVE-UP POLICY

USA Hockey regulations prohibit players from playing in an age group lower than that established by the player's age at the end of the calendar year (December 31) - with the exception of 18 year olds who have until June 30 of the following year. Players will be evaluated while skating in their age appropriate division. Occasionally a talented player may not be adequately challenged in his/her age group. Coaches wishing to move a player

to an upper division, or return a player to their respective age division after receiving approval to change divisions must follow the outlined criteria. Note: KHL has a strict policy in place to evaluate and move players. Requests for transfers to move players up divisions are not to be initiated by parents.

Division head coach identifies potential candidates for moving to an older division.

That coach informs the older division head coach and Director of Coaching about the candidates and inquires if the older division is interested in receiving additional players.

If receiving coach and Director of Coaching agrees candidate(s) would fit in physically and emotionally and is willing to accept another player(s),

Parents/guardians are notified privately and asked what they prefer - considering player readiness to be with players up to 3 years older, player safety, changing to different practice/ game schedule during week, etc.

Only if parents/guardians accept all these considerations will the player be offered the opportunity to begin attending older division practices and games.

Player is privately asked if they would like to change age divisions. They can accept or decline the offer. If player accepts, parent, coaches, and coach coordinator sign KHL form acknowledging/accepting risk associated with playing with older players.

Player shall move up pending Board of Directors approval

SKATING AND SKILL DEVELOPMENT PROGRAMS

For the safety of all players KHL requires new skaters to register for Learn to Play. Players will learn beginning skating and hockey fundamentals.

KHL may offer other skills development opportunities for all players interested in additional hockey instruction, including goaltending. These Clinics or Camps will be scheduled as often as coaching and ice availability allows. Additional fees may apply and are in addition to the Youth Hockey Program registration fees.

PARENT RESPONSIBILITY

Parents are responsible for seeing that their child wears the proper safety equipment during all on-ice sessions whether it is a practice, a scrimmage, or an official game. Any player without proper equipment will not be permitted on the ice. If you have any questions regarding what equipment is required for a player in your child's age division, please contact the Head Coach.

One parent/guardian must be at the rink during all 6U/8U/LTP practices and games. KHL relies upon parent volunteers for performing game duties such as running the time clock and scorekeeping. Parents are also needed to serve as age group manager, equipment monitors and other duties considered necessary by the Head Coach. These voluntary duties are critical and important to making a successful season. Please do not be shy, let your coach know when you can be available and what duties you can perform or are willing to learn. Also remember, your child's coach is a volunteer. You can make his or her job easier and your child's experience a more successful one by getting your player to practices and games on time, volunteering to help where possible, and role modeling good sportsmanship. Be sure to take the time to thank coaches and other parents for their time, talent and effort.

AGE GROUP MANAGERS

Each year KHL looks for parents from each age group to serve as Age Group Managers. The Age Group Managers are determined by the Head Coach. Age Group Managers assist coaches with fundraising, team jerseys, and team logistics. The Head Coach must notify the KHL Registrar of their selected Age Group Manager so their name can be included in the Registrar's database. This parent volunteer works with the Registrar to ensure all necessary player documents are in order, and with the KHL Treasurer to ensure fundraising and budget items are accounted for. They are to assign scorekeepers for all games and are responsible for the accuracy of the scoresheets. All Age Group managers are required to complete Safesport and a background check.

SCORE SHEETS

The Age Group Manager is responsible for writing up the gamesheets. Players should be listed in numerical order. The age group manager shall provide a scorekeeper and a timekeeper.

(*When an older age group is playing a younger age group, the manager for the older age group will provide the game sheet and arrange for a scorekeeper and timekeeper.) Prior to the start of the game, the head coach of both teams must cross out any players not in attendance and sign in the coach signature box. Scorekeepers are to ensure that all goals, assists and penalties are recorded accurately. Upon completion of the game the referees must check the scoresheet to be sure scores and penalties are correct and sign at the bottom. The original, white copy, is deposited in the scorekeeper box and is the property of the registrar. The yellow copy goes to the home coach, the pink copy to the visiting coach, and the gold copy to the head referee. The Age Group Manager is ultimately responsible for the accuracy of the scoresheet.

TRAVEL TEAM MANAGERS

Each team that travels off-island will have a Team Manager. This person is responsible for collecting player and guardian contact information, assuring that all documents have been turned in, and that the head coach has copies of all paperwork. The travel team manager will arrange for group hotel and airfare rates if applicable. If travel is to the State Tournament the Travel Team Manager will be responsible for preparing the Official Team Binder, attending the pre-tournament meeting and all games, and collecting gamesheets for the binder.

KHL OWNED HOCKEY EQUIPMENT

A KHL appointed coach or assigned volunteer will inventory and check out KHL owned hockey equipment by appointment only.

KHL owned Starter Gear sets are made available at the beginning of the season for a rental fee plus deposit. These gear sets are intended for first year players and are sized to fit an average 5-7 year old. Sets do not include skates or a stick. Set must be returned at the end of the season.

Goaltenders require additional specialized equipment which is much more expensive than that of forwards and defensemen. KHL coaches will work toward providing as much of this equipment and assistance as possible prior to each practice and/or game. Goaltender equipment will be issued to players on a case by case basis.

PICTURES

Digital team photos will be available at the end of the season for parents and players. Additionally, individual photo opportunities may be arranged during the season by a professional photographer for a fee.

SELECTION OF HEAD COACHES

Being a head coach of any tier comes with great responsibility. The head coach can expect to donate much time on and off the ice. Responsibilities include:

Strong organizational skills;

Strong communication skills;

Ensure that all practices are conducted using the USA Hockey American Development Model

Strong coaching skills – following lesson plans that build on one another as the season progresses;

Ability to build strong rapport with players and parents and establish respectful relationships;

Ability to identify a team's (and players) weaknesses and strengths, and develop practices to build upon them;

- Ability to fully use your assistant coaches and managers.

Being a head coach can be challenging, but it can also be extremely rewarding. KHL encourages coaches to step up and embrace this challenge.

Prior to the season's start the Director of Coaching will call a meeting to review coaching requirements and expectations for the upcoming season. All former coaches will receive notice of the meeting and be asked if they would like to serve as head coach and for which age group. If more than one coach wants to serve as head coach for the same age group, the Director of Coaching in consultation with the board of directors will select the head coach based on criteria that will include coaching philosophy, years of coaching experience, communication, professionalism and organization skills. Coaches may be asked to provide this information in writing for consideration in order to be assigned a head coach position.

DIRECTOR OF COACHING

The Director of Coaching oversees the coaching program and the Coach Education Program to make sure all coaches are certified to be on the ice and that all issues that arise during the course of the season are addressed in a timely manner.

Some the responsibilities of the Director of Coaching include but are not limited to the following:

Organize beginning of the season coaches meeting.

Maintain KHL Coaching Manual.

Disseminate information to coaches as needed.

Work with coaches to ensure that appropriate skills and drills are being coached for the appropriate age groups.

Ensure fair ice time for all players.

Conduct parent meetings when needed

Recruit and retain coaches.

COACHING EDUCATION PROGRAM (CEP) COORDINATOR

The CEP Coordinator is responsible for all items related to certification of coaches so that coaches can be on the ice and in the locker rooms with the kids. The CEP works closely with the Alaska State Hockey Association and with USA Hockey. Rules and requirements change every year, and the CEP is responsible for being informed about these changes and making sure that KHL coaches stay current with all certification requirements and that they maintain good standing with USA Hockey. Some of the responsibilities that the CEP is responsible for include but are not limited to the following:

Correspond with District Coach in Chief.

Coordination of on ice and off ice classes for coaches.

Attend USA Hockey Coach Education Training as needed.

Attend USA Hockey Officials training classes annually.

Assist in selection of head coaches and assistant coaches.

Disseminate information to coaches as needed.

Enforce USA hockey coaching philosophy among KHL coaches

Manage the "Player Move up Policy"

COACHING LIAISON

The Coach Liaison has responsibility with coaching, player, and parent issues that arise throughout the year. This position exists to assist coaches, parents and players in resolving conflict. The liaison is a member of the board and will serve as a pivotal communication link between the board and coaches.

Responsibilities for the Coaching Liaison include but are not limited to the following:

Assist in dispute resolution as needed among coaches and or parents.

Assist with coaching disciplinary action as needed.

Assist with player disciplinary action as needed.

*It is the goal of the association that coaches are evaluated and be given feedback on their performance as a coach. Coaching hockey can be extremely challenging, and the KHL Board of Directors wants to do everything possible to promote safe and appropriate coaches so that every player on the ice feels welcome, challenged, and part of a team.

REGISTRATION FEES

The registration fees are set annually by the Board of Directors in conjunction with the budget. Registration fees are based on the anticipated number of players enrolled, uniform costs, equipment costs and administrative expenses.

FUND RAISING

KHL needs money to operate. The main sources of revenue are

Fundraisers

Business Sponsorship

Grants

Snow Bruins Crab Fest Booth

Fan Gear sales

ANNUAL FUND RAISING PROGRAM

The average cost of hockey is far more than our registration fees. Annual fund raising events may be conducted during the year in an attempt to keep registration fees as low as possible. KHL Fundraising events vary from year to year. New fundraising ideas and parents willing to coordinate these events are greatly appreciated. All players are expected to participate.

CITY OF KODIAK NON-PROFIT GRANT

Every year the KHL applies for funding through the City of Kodiak. This is a competitive process open to all organized youth sports in the City of Kodiak. Funds will be used for offsetting the cost of coach training. This program has allowed KHL to keep registration costs low.

SPECIAL FUND RAISING

Teams wishing to conduct individual fundraising activities shall present their proposals to the KHL Board and obtain approval prior to conducting the activity. The purpose of this is to make sure we do not have different teams doing the same fund raising event and thus competing against each other. Each fundraising event must be purpose driven. The Head Coach of each age group will select a parent to coordinate these proposals and ensure the financial proceeds are collected, documented and deposited with the KHL Treasurer. The Head Coach will consider the best interest of the team with input from assistant coaches, parents and players on how to best utilize these funds. The ultimate decision on how these funds will be used will be made by the Head Coach of each team. The Head Coach is also responsible to communicate to team parents the options and /or plan for funds raised. The KHL Board of Directors must sanction approval of any and all fundraising events conducted by or on behalf of any KHL sponsored team.

*No individual may fundraise under the KHL name/logo.

CONTRIBUTIONS

The KHL will gratefully accept donations and contributions in any amount. Businesses that are able to donate to KHL receive special recognition on our webpage. Special contributions may be used as scholarships to allow participation by children who are unable to pay registration or travel fees, or purchase needed equipment. All contributions should be remitted to the KHL Treasurer.

Hoodie Hut

KHL owns and operates The Hoodie Hut. The purpose of the Hoodie Hut is to sell fan gear. Hours are posted on the door and on the KHL website.

GEAR STORAGE

Equipment used for practice and games is stored in the two conex containers located next to the Parks and Rec office. Goalie equipment is stored in the goalie lockers. Players in 14U and 16/18U may store their gear bags and sticks overnight in the tan conex. *Admittance to conex containers and lockers is by authorized personnel only.

CONDUCT

SPORTSMANSHIP

Fair play is to be stressed at all times for both participants and spectators. Spectators shall not interfere with the referees. KHL has a Spector Code of Conduct that all visitors to the rink are expected to follow.

A referee shall have the authority to halt play and inform the coaches of the offensive behavior of any spectator. It shall then become the responsibility of the coach to correct the situation. If a referee suspends play, game shall not be replayed or restarted without approval from the KHL Board in accordance with USA Hockey rules.

RINK

No person with the exception of referees aiding the resurfacing shall be on the ice when the Zamboni is resurfacing the ice. There shall be no skating on the hockey rink between periods during KHL league, tournaments, or traveling games by anyone other than players of competing teams. There shall be no puck shooting on the rink between periods by players or referees except during authorized warm-ups.

NOISEMAKERS

Objectionable mechanical and electrical noisemakers including cowbells are not allowed at KHL sponsored events. Use of whistles during a game by anyone other than the referee will not be allowed.

SUBSTANCE ABUSE

The illegal use and/or sale of drugs or the consumption of alcoholic beverages is strictly prohibited by anybody engaged in any KHL youth hockey activity. Each hockey rink will have their own zero tolerance policy regarding drugs and alcohol and these rules must also be followed.

ABUSIVE LANGUAGE AND BEHAVIOR

The use of profanity, obscene language, or gestures on the ice or anywhere in the rink will cause a ten-minute misconduct penalty to be imposed on the offending player for the first offense. A second penalty will result in ejection from the game and a three game suspension. These USA Hockey rules will be strictly enforced. If parents or spectators ignore warnings about

abusive behavior towards players, coaches, or officials they run the risk of having their children removed from the KHL program.

FIGHTING

During games - A player penalized by the referee for fighting during a game shall receive a game misconduct penalty. A second offense shall result in an indefinite suspension from the league with notification made to the player by the Coach Liaison. The suspended player, his or her coach, and referee must appear before the Disciplinary who will then decide when the player may return to the league. Noncompliance can result in suspension/financial obligations as a result of the committee's rulings. KHL will not provide refunds to players suspended as a result of a fighting incident. Before and after games - Players fighting before or after a USA Hockey / KHL Sanctioned game shall be suspended for one game. USA Hockey rules regarding fighting will be strictly adhered to.

VANDALISM AND THEFT

Vandalism and/or theft at Baranof Park Ice Rink are unacceptable and will not be tolerated. Violators will be dealt accordingly which may include a suspension, restitution and possible criminal charges.

PUCK AND STICK MISUSE

Pucks and sticks will only be used on the ice surfaces or on arena premises under the direct supervision of a coach. Players caught doing otherwise may be required to forfeit their stick and puck to Baranof Park Ice Rink staff or a KHL official. Mini-sticks are also subject to this rule. Parks and Rec asks that players do not purposely shoot pucks at the glass. Players/KHL may be held financially responsible for glass replacement.

GENERAL AND SPECIAL RULES FOR ALL DIVISIONS

USA HOCKEY/ASHA TEAM REGISTRATION AND TEAM ROSTER

All Youth Hockey registrations and rosters must be submitted to the KHL Registrar prior to the player being allowed on the ice. The registrar will make arrangements to ensure that the required paperwork is collected from each player or late registrant. The registrar will provide each Head Coach a roster of players approved to participate. A registration deadline will be established by the KHL Board of Directors.

LENGTH OF GAMES & SCRIMMAGES

All games will have an allotted time slot of 60 or 45 minutes depending on age group. All players shall get equal ice time when possible. All games will have a designated length and will not be allowed to run over this time. The clock will normally be stopped at the referee's signal to the timekeeper for injury only except at the 18U level. At all levels, if necessary, the referee will announce a shortened third period to accommodate these time limits.

GENERAL RULES

League officials, referees, parents of young players (Mites / Squirts) and medical personnel are the only individuals authorized in the locker room during games and tournaments besides the coaches, team personnel, and players.

Only the scorekeeper, timekeeper, and announcer are allowed in the score box.

No more than three certified team officials are allowed in the player's bench area during a game.

Players and coaches are expected to observe principles of good sportsmanship before, during, and after games and practices.

Spectators are expected to set a positive example during practices and games.

Coaches are responsible for players entering and exiting the ice properly.

USA HOCKEY SPECTATORS CODE OF CONDUCT

Administrator's Code of Conduct

Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.

Support programs that train and educate players, coaches, parents, officials and volunteers.

Promote and publicize your programs; seek out financial support when possible.

Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.

Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.

Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.

Encourage coaches and officials to attend USA Hockey clinics and advise your board members of the necessity for their training sessions.

Make every possible attempt to provide everyone, at all skill levels, with a place to play.

Read and be familiar with the contents of the USA Hockey Annual Guide and USA Hockey's official playing rules.

Develop other administrators to advance to positions in your association, perhaps even your own.

Coach's Code of Conduct

Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.

Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.

Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.

Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.

Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.

Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.

Be concerned with the overall development of your players. Stress good health habits and clean living.

To play the game is great, to love the game is greater

On-Ice Official's Code of Conduct

Act in a professional and businesslike manner at all times and take your role seriously.

Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.

Know all playing rules, their interpretations and their proper application.

Remember that officials are teachers. Set a good example.

Make your calls with quiet confidence; never with arrogance.

Manage and help to control games in cooperation with the coaches to provide a positive and safe experience for all participants.

Violence must never be tolerated.

Be fair and impartial at all times.

Answer all reasonable questions and requests.

Adopt a “zero tolerance” attitude toward verbal or physical abuse.

Never use foul or vulgar language when speaking with a player, coach or parent.

Use honesty and integrity when answering questions.

Admit your mistakes when you make them.

Never openly criticize a coach, player or fellow official.

Keep your emotions under control.

Use only USA Hockey-approved officiating techniques and policies.

Maintain your health through a physical conditioning program.

Dedicate yourself to personal improvement and maintenance of officiating skills.

Respect your supervisor and his/her critique of your performance.

Parent's Code of Conduct

Do not force your children to participate in sports, but support their desires to play their chosen sports. Children are involved in organized sports for their enjoyment. Make it fun.

Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.

Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.

Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.

Know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.

Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.

Recognize the importance of volunteer coaches. They are important to the development of your child and the sport.

Communicate with them and support them.

If you enjoy the game, learn all you can about hockey – and volunteer.

Player's Code of Conduct

Play for fun.

Work hard to improve your skills.

Be a team player – get along with your teammates.

Learn teamwork, sportsmanship and discipline.

Be on time.

Learn the rules and play by them. Always be a good sport.

Respect your coach, your teammates, your parents, opponents and officials.

Never argue with an official's decision.

Spectator's Code of Conduct

Display good sportsmanship. Always respect players, coaches and officials.

Act appropriately; do not taunt or disturb other fans; enjoy the game together.

Cheer good plays of all participants; avoid booing opponents.

Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.

Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.

Do not lean over the glass; the glass surrounding the ice surface is part of the playing area.

Support the referees and coaches by trusting their judgment and integrity.

Be responsible for your own safety – be alert to prevent accidents from flying pucks and other avoidable situations.

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

Be supportive after the game – win or lose. Recognize good effort, teamwork and sportsmanship.

If you have any suggestions to improve this Membership Handbook, please send your ideas to kodiakhockeyleague@gmail.com