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## **Greater Lansing Amateur Hockey Association Rules and Regulations**

Adopted July 21, 2003

### **1. GENERAL RULES**

1.1. Use of the term "Association" in these rules refers to the Greater Lansing Amateur Hockey Association.

1.2. Association Rules and Regulations may be amended with a two-third (2/3) vote of the Board of Directors.

1.3. The Rules and Regulations will be updated and published annually. Any changes and/or amendments to the Rules and Regulations between publishing will be announced in *Ice Chips* and posted on the Association's website.

### **2. TEAM ORGANIZATION**

2.1. The number of teams recommended at each division will be based upon player registration numbers for the season. Minimum team sizes will be determined by financial parameters identified in the Association's projected annual operating budget.

2.2. It is the Association's philosophy that skaters skate at their age appropriate level as designated by Michigan Amateur Hockey Association and USA Hockey (Mite, Squirt, Pee Wee, Bantam, and Midget).

### **3. SELECTION OF COACHES**

3.1 Head coaching candidates must file written applications, on a form provided by the Association, postmarked by the deadline date established by the board of directors. The candidate may be interviewed by the coach selection committee. The committee will make recommendations to the board of directors which will make the final selection.

3.2 Every Association team will have a head coach. The coach, if a hockey parent, generally is assigned to the age level and team of his/her child. A coach has the option of having his/her child on the team he/she coaches.

3.3 The appointment of a head coach is subject to recommendation of the coach selection committee and vote of the board of directors.

### **4. PLAYER AND FAMILY FINANCIAL OBLIGATIONS**

4.1. All players must have completed their financial obligations to the Association prior to December 1.

4.2 Player fee payments collected after December 1 will be assessed a late fee as determined by the board of directors. The late fee assessment will be a minimum of \$75.00. The Board of Directors has the authority to raise the late payment as deemed necessary.

4.3 Any player whose financial obligation has not been met by the December 1 deadline will not be permitted to continue with the program until all outstanding fees are paid. No exceptions may be granted by any member of the Board of Directors.

4.4 The treasurer will forward outstanding balances to collection on third Tuesday of the month of December annually.

4.5 Should a player have an outstanding balance at the end of a season, that amount and the fees for next, upcoming season must be paid in full prior to the player being able to again register with the Association.

4.6 B-League player parents may apply to arrange for a special payment schedule through a written request to the Association's budget committee by October 1 of the current season. No requests will be accepted after October 1. No other member of the Association's board of directors or executive committee is authorized to initiate or authorize a special arrangement. Special hardship arrangements will not be extended to the travel division.

4.7 Each travel team will assign accounting duties to either the team manager or other official for the purpose recording team money received and paid out. A detailed record of each monetary transaction will be kept by each travel team outlining all money received, by whom, for what purpose and same for all money being paid out. A detailed record of account will be maintained with regard to money received for player fees.

4.8 Each travel team will submit to the treasurer and managing director a detailed financial statement listing all financial transactions made within the stated month. Financial statements will begin with the start up of each team and until such time when the team's last game has been played. Each travel team is expected to end its season with a zero balance. Team financial statements may be requested by the board of directors if deemed necessary. Team balances may not be carried over season-to-season as coaching assignments are made on a yearly basis. If a team has a balance on its books at the end of the season, it is expected that this balance will be divided equally amongst each player on the team.

## **5. DISCIPLINARY PROCEDURES**

5.1 Players and team officials are required to comply with the bylaws and rules of USA Hockey, MAHA, and the Association. Failure to comply with those requirements may result in suspension or dismissal by the Association's discipline committee. The discipline committee is comprised of the president, managing director and the division director whose jurisdiction covers the individual who is the subject of the disciplinary procedure.

5.2 Complaints of infractions of Association rules and regulations shall be investigated and reviewed by the Discipline Committee.

5.3 Decisions of the discipline committee may be appealed to the full board of directors, at its next meeting.

5.4 The head coach must inform the managing director within 24 hours of all game misconduct and match penalties issued to team players, coaches, or managers.

5.5 Any Association player or coach who has been issued his/her third game misconduct will be required to appear before the discipline committee.

5.6 A coach may be removed by vote of the board of directors upon the recommendation of the managing director or discipline committee for violation of these rules or rules of USA Hockey or MAHA.

## **6. SAFETY AND EQUIPMENT**

6.1 All Association coaches must wear a helmet while on the ice during practices.

6.2 The following equipment is required for all Association players during games and practices:

- HECC-approved helmet and face mask
- Hockey gloves
- Hockey pants with pads
- Shoulder pads
- Shin guards
- Supporter with cup - boys, or pelvic protector - girls
- Elbow pads
- Internal mouth guard (mouthpiece) (Pee Wee and above).
- Protective safety lens (where appropriate)
- Full coverage throat protector (neck guard)
- Hockey sticks must have the butt-end of the handle properly covered with tape or rubber-end cap. Aluminum and composite sticks must have a wooden plug.
- In addition to the above-required equipment, a goalie must also wear an approved fully protective facemask and helmet with throat shield.

6.3 Serious injuries sustained by players during competition must be reported by the head coach to the managing director immediately following the injury. Serious injuries include: fractures, concussions, fractures, sprains, lacerations, and any other injury requiring a physician's care.

6.4 A player returning to his/her team after an injury absence must present a physician's release prior to being allowed to practice or compete.

## **7. COACHES AND MANAGERS**

### **General rules**

7.1 Coaches must hold the required level Coaching Education Program certification, or MAHA-approved waiver, in order to coach an Association team.

7.2 Coaches and team managers are responsible for ensuring all mandatory hockey equipment is worn by all players.

7.3 Coaches and team managers must be familiar with the rules and policies of USA Hockey, MAHA, and the Association and comply with those rules and policies.

7.4 A head coach may establish team rules with the approval of the division director and managing director. A copy of the each coach's team rules must be provided to the managing director prior to the start of the season. It is the coach's responsibility to inform players of all approved rules. A coach must apply each rule equally to all the team's players. A coach may not assign a special contract or rules of condition to only one player on the team.

7.5 A head coach may suspend a player for conduct which violates USA Hockey rules, MAHA rules or code of conduct, Association rules, or team rules. Such action must be reported to the division director and managing director as soon after the incident as possible. A written record shall also be made of the suspension and provided to the managing director and president of the Association. The coach's decision may be reviewed by the discipline committee and upheld or reversed.

7.6 A coach may restrict a player from a game if the player has missed one or more practice sessions.

#### **Head coaches**

7.7 Head coaches are primarily responsible for team operations, the supervision of practice sessions, skill development, scheduling, competitive situations, and rule compliance fall within the purview of the head coach. Head coaches are expected to be competent in skating, teaching techniques, competitive strategies, hockey skills, and possess the ability to communicate with parents, players and administrators.

7.8 The head coach is responsible for ensuring that his/her team meets all the requirements for its classification and meets all the criteria for eligibility for District and State Playoffs.

7.9 The head coach must be at least 18 years of age.

#### **Assistant coaches**

7.10 An assistant coach is recommended by the head coach and approved by the managing director. An assistant coach is expected to be supportive and responsible to the head coach.

#### **Managers**

7.11 Each Association team shall have a team manager recommended by the head coach (for travel teams) or division director (for all other teams) and approved by the managing director. A team manager must be over 18 years of age and be a responsible individual.

7.12 The removal of a team manager by a head coach or division director must be approved by the managing director.

7.13 The team manager is responsible for information dissemination, coordination of team activities, game and facility management, and fund raising projects.

7.14 Travel team managers are required to submit on a monthly basis a financial statement of the team's financial activities to the treasurer and managing director.

7.15 Team managers will work cooperatively and collaboratively with the treasurer and managing director to accurately record player fees and post financial debits and credits.

## **8. B TEAMS**

8.1 The B division provides instruction related to the basic skills and rules of hockey through an organized schedule of practices and games at the Mite, Squirt, Peewee, Bantam and Midget levels. Considerable emphasis is placed on good physical conditioning, the importance of team work, discipline, personal sacrifice, and respect for teammates, opponents, coaches, and referees.

8.2 All teams outside the Initiation Program and travel division are classified as B division teams. All B Division teams are subject to applicable MAHA and USA Hockey regulations. [See MAHA Rule IV (L) (5) and (6)]

### **Evaluations**

8.3 Player evaluations will be conducted to ensure a fair and equal distribution of talent among teams in the same age group.

8.4 Player evaluations are mandatory and must take place at the assigned time. Players registering after teams have been selected will be assigned to teams by the managing director in consultation with the division director.

8.5 All players will be evaluated in a standardized testing program supervised by the B league director and managing director. Each player will be given a score on selected criteria. Scores will range from a low of 1 point through to a high score of 4 points.

### **Drafting teams**

8.6 Following evaluations, B-league head coaches will meet with the division director and managing director to draft drafting divisional teams. The B director shall chair the meeting and be responsible for applying all relevant drafting guidelines.

8.7 Goalies are selected before the selection of other positions. The managing director and/or B director shall determine the order of selection for the draft through a drawing of lots by the head coaches.

8.8 Players will be classified into four groups based upon age and hockey playing experience as follows:

-- Second year age player with playing experience.

- First year age player with playing experience.
- Second year age player without previous experience.
- First year age player without previous experience.

8.9 A divisional head coach may protect his/her own son or daughter in the same division in which he/she will coach. To protect his/her own son or daughter the head coach will use the first selection in the age and experience group in which his son or daughter is rated to select his/her son or daughter.

8.10 Siblings will be placed on the same team when requested by a family. Sibling coupling may require the B director to trade players, of the same skill level as the player being moved, to accomplish this goal. Sibling placement will only be granted if the sibling is age appropriate to skate in the divisional level assigned to the head coach.

### **Equal playing time**

8.11 All players listed to play similar positions during a B game, barring injury, shall be given approximately an equal amount of playing time in all league games. Discrimination based upon a player's ability is prohibited.

8.12 No B Division player shall skate two consecutive shifts unless a team has fewer than ten skaters available at a specific time during a game.

8.13 No player shall remain on the bench in excess of two consecutive shifts unless a team has more than fifteen skaters available during a specific game. A shift is defined as any change of skaters.

### **Timing of games**

8.14 There shall be a timed three (3) minute warm up prior to the start of each game. Time shall commence at the start of the official scheduled ice time.

8.15 Games shall consist of three (3) ten minute stop time periods.

8.16 No timeouts are permitted in Association games. This rule applies to the B and travel divisions.

8.17 If it appears that the last period of a game will exceed the allotted game ice time, the last period will be conducted with running time (not stop time).

8.18 If a game ends prior to its allotted ice time, the teams may remain on the ice and use the remaining time for a practice session.

### **Playoff format**

8.19 Between the conclusion of team drafts and the beginning of team play, the managing director and B division director will establish an end-of-season playoff format based on the number of teams competing in each age group. All teams will be eligible to compete in the playoffs, with appropriate seedings based on regular season competition. The playoffs will conclude with championship and consolation games held during Hockey Weekend.

## **9. INITIATION PROGRAM**

9.1 The Association will organize an instructional program which complies with USA Hockey guidelines. The program will be approved by the Board of Directors each year at the June meeting. The program, when adopted, will have the force and effect of an Association rule.

## **10. TRAVEL TEAMS**

10.1 The Travel division teams are composed of competitive players capable of representing Association in statewide competition. Playing on a travel division team is a privilege, not a right. This privilege must be earned through physical and mental preparation. Readiness must be demonstrated during a tryout session. The travel division program is designed for players who are highly skilled hockey players and desire the challenge of a competitive program. Players will be selected on the basis of ability, potential and personal attributes based on performance history and at an annual tryout procedure.

10.2 The Association will field two travel teams at each age level for which there are a sufficient number of players with the skills necessary to compete at the travel level. The decision to create teams will be made by the board of directors with the advice of the managing director.

10.3 Travel teams will compete in the Little Caesars League and West Michigan Travel League

10.4 The Association Board of Directors may withdraw any travel team, in any classification when it is in the best interest of the Association.

10.5 Although all travel team players will be given the opportunity to play, game situations may dictate variable playing times among players.

10.6 All financial obligations of a travel team and its players to the Association will be handled by the team as a single entity. The financial obligations of a player will remain the individual responsibility of the player and his/her family.

10.7 Open tryouts for each travel team shall be announced in advance and conducted according to an approved procedure. There must be at least 12 players qualified and interested skaters trying out for the travel team for a team to be rostered. No player shall be eliminated until he/she has participated in at least one tryout session.

10.8 All travel team head coaches are required to develop and maintain a confidential evaluation record for all participants in a tryout session. Confidential player tryout records are private and available only to the Association president, managing director and travel director.

10.9 Players electing to try out for a "AA" team are obligated to play for that "AA" team if selected by a "AA" coach. A player deciding not to honor this obligation must return to the B division.

## **11. ICE ALLOCATION AND USE**

11.1 The Board will appoint an ice scheduler to supervise the scheduling of ice and referees. The position is a paid position.

11.2 Ice time assignments are made by the managing director and ice scheduler. Distribution of actual ice time is dependent upon the amount of contracted ice time with the local rinks.

11.3 Mite and Squirt house teams are allocated 2 sessions of ice time per week per team, if available. B division Squirt, Pee Wee, Bantam and Midget teams are allocated 2 sessions of ice time per week per team. Travel teams are allocated 3 sessions of ice time per week per team.

11.4 All Association coaches must observe divisional schedules. B teams may not schedule additional games or referees without the prior authorization of the B director or managing director.

11.5 If for any reason a team is late in starting a game or practice session, the team must still leave the ice at the scheduled finish time, unless the arena staff has authorized a later finish time.

11.6 Assigned practice times are reserved exclusively for registered members of the assigned team(s). Only registered team members and authorized coaching personnel are permitted on the ice during an assigned ice time. No non-team members (i.e., sibling, parent, relative, friend) are allowed on the ice during an assigned team ice time.

11.7 If a team wishes to have a family skate during an assigned ice time, the head coach must provide prior notice to the managing director with the date, time, and place of the intended family skate. No hockey sticks or pucks are allowed on the ice during a family skate session.

11.8 When the ice is being resurfaced between skating sessions, no coach, manager or player shall step on the ice until after the resurfacing machine has left the ice and the door to the machine storage area has been closed.