

Williston Basin Skating Club HANDBOOK 2011-2012

MISSION STATEMENT

The chief objectives of this association are to promote, develop and administer a competitive hockey program. The program is meant to serve the youth of Williston and surrounding area. Our objectives will be accomplished by offering high quality coaching, adequate ice time for practice and skill development, and exposure to advanced competition through participation in high caliber games and tournaments.

WBSC Board of Directors 2011-2012

	Name	Email	Phone
President	Aaron Schmit	aaron.schmit@raymondjames.com	701-770-8043
Past-President	Pat Sogard	psogard@wil.midco.net	701-570-0430
Vice President	Randy Hanson	rlhanson@nemont.net	701-570-0101
Treasurer	Vicki Barbot	4barbots@nemont.net	701-570-4012
Secretary			
Member	Pete Borseth	pborseth@texonlp.com	701-770-7383
Member	Darcy Collings	darcy.collings@bakerhughes.com	701-570-3243
Member	Mike Ekblad	michael.ekblad@nabors.com	701-570-4626
Member	Dave Slette	david.slette@live.com	701-580-1337
Member	Mike Hodenfield	fonzusa1@gmail.com	701-570-3128
Member	Norm Hanson	nlhanson@wil.midco.net	701-570-4190
Registrar	Jerry Rehak	jerry@mwec.com	701-770-2535
Ace Coordinator			

WWW.WILLISTONHOCKEY.COM

WBSC offers the following age groups/teams:

- **Mini-Mite** – Boys and girls born between 7/1/04 and 6/30/07
 - Ice time – 2 hrs/week, plus games.
 - Goals - To improve skating, passing, puck control and having fun! Practices consist of skating, passing and scrimmage.
 - Travel – no travel unless parents elect to go to a tournament
- **Mite** - Boys and girls born between 7/1/02 and 6/30/04
 - Ice Time: 2 hrs/week, plus games
 - Goals: To improve skating, passing, shooting, positional play, off-sides, and having fun!
 - Travel – out of town games and tournaments as scheduled
- **Squirt** - Boys & Girls born between 7/1/00 and 6/30/02
 - Ice Time: 2 to 3 hrs/week, plus games
 - Goals: To learn/improve skating, passing, shooting, positional play, and team play.
 - Travel: Play games and tournaments.
- **12U** – Girls born between 7/1/98 and 6/30/00
 - Ice Time: 3 hrs/week, plus games
 - Goals: To improve skating, passing, shooting, positional play, and tactical preparation.
 - Travel: Play games and tournaments including a state tournament.
- **Peewee** - Boys & Girls born between 7/1/98 and 6/30/00
 - Ice Time: 3 hrs/week, plus games
 - Goals: Stresses importance of working and developing the team concept. Improve player's skating, shooting, passing skills.
 - Travel: Play games and tournaments including a state tournament.
- **14U** - Girls born between 7/1/96 and 6/30/98
 - Ice Time: 3 hrs/week, plus games
 - Goals: Stresses importance of working and developing the team concept. Improve player's skating, shooting, passing skills.
 - Travel: Play games and tournaments including a state tournament.
- **Bantam** – Boys born between 7/1/96 and 6/30/98
 - Ice Time: 3 hrs/week, plus games
 - Goals: Stresses importance of working and developing the team concept. Improve player's skating, shooting, passing skills.
 - Travel: Play games and tournaments including a state tournament.
- **16U** - Girls Born between 7/1/94 and 6/30/96
 - Ice Time: 3 hrs/week, plus games
 - Goals: Stresses importance of working and developing the team concept. Improve player's skating, shooting, passing skills.
 - Travel: Play games and tournaments including a state tournament.
- **19U** - Girls Born after 06/30/1992
 - Ice Time: 3 hrs/week, plus games
 - Goals: Stresses importance of working and developing the team concept. Improve player's skating, shooting, passing skills.
 - Travel: Play games and tournaments including a state tournament.

Skill Development Chart – The following chart gives the general guidelines for what skills will be taught at each level. Please remember that players will master these skills at different rates.

Skating

Hockey Stance	mm M S P B
Balance	mm M S P B
Forward	mm M S P B
Backward	mm M S P B
Starting	mm M S P B
Stopping	mm M S P B
Crossover Forward	mm M S P B
Crossover Backward	mm M S P B
Pivot Forward	M S P B
Pivot Backward	M S P B
Agility	M S P B
Acceleration	S P B
Stride and Power	S P B
Lengthening Stride	S P B
Speed Development	S P B

Stick Handling

Head Up	mm M S P B
Stick on Ice	mm M S P B
Push Puck	mm M S P B
Side to Side	mm M S P B
Front to Back	M S P B
Wide Pull	S P B
Diagonal Feint	S P B
Deke thru Legs	S P B
Additional 1 on 1 moves	S P B

Shooting

Wrist	mm M S P B
Backhand	mm M S P B
Rebounds	M S P B
Snap	S P B
Slap	P B
Creating a Screen	P B
Tipping	P B
Shot Blocking	P B

Passing

Forward Pass	mm M S P B
Backward Pass	mm M S P B
Pass Receiving Technique	mm M S P B
Drop Pass	S P B
Saucer (Flip) Pass	S P B
Break to Open Area	S P B
Off Boards	P B
Changing Lanes	P B
Spot Pass (Pass to area)	P B

Team Play

Breakout Positioning	M S P B
Forecheck Positioning	M S P B
Offsides	M S P B
Lanes	M S P B
Faceoff Positioning	M S P B
Two man Forecheck	S P B
Backchecking	S P B
Checking - Stick	S P B
Checking - Rideout	S P B
Checking - Covering in front of net	S P B
Defensive Zone Positioning 2-1-2	S P B
Breakout System - Center Swing	S P B
Forecheck System 1-2-2	S P B
Neutral Ice Play	S P B
Situational Play	S P B
Body Checking	P B
Penalty Kill	P B
Power Play	P B

Goaltending

Stance	M S P B
Lateral Movement	M S P B
Freezing Puck	M S P B
Catching Puck	M S P B
Angles	M S P B
In and Out Movement	S P B
Stick Save	S P B
Pad Save	S P B
Blocker Save	S P B
Skate Save	S P B
Butterfly	P B
Half Butterfly	P B
Passing Puck	B

mm=Mini-Mite
M=Mite
S=Squirt/10U
P=Peewee/12U
B=Bantam/14U

Registration

All WBSC participants must register with USA Hockey/NDAHA **on-line** before you can register with our club. Registration cut off is October 7th, 2011. All registrations after this date need Ace Coordinator and Board approval.

All registration fees must be paid in full before a participant is allowed to skate.

2010-2011 Fee Schedule

	(WBSC fee + USA/NDAHA Fee) = Total Fee
Mini-Mite	(\$40 + \$10) = \$50
Mite	(\$100 + \$40) = \$140
Squirts / Girls 8U	(\$150 + \$40) = \$190
PeeWee / Girls 12U / Bantam / Girls 14U / Girls 16U	(\$300 + \$40) = \$340
Boys High School ¹ or Girls High School ¹	(\$500 + \$40) = \$540

Team Selection

Mini-Mite, Mite and Squirts

- All Mini-Mite, Mite and Squirt teams will be equally divided.
- Kids are rated during skills and drills and then placed on teams.
- Mini-Mite teams will play utilizing 1/2 ice games.
- Mite and Squirt teams will remain equal through January 10th. A & B teams will be formed by tryout process and tournaments will be played

Peewee, Bantam and 10U, 12U, 14U, 16U Girls

- All players will be grouped alphabetically. Tryouts will be made up of skills and drills, in-house scrimmages, and outside scrimmages if available. Players may be moved to different groups (other than alphabetical) during the tryout process by the tryout committee.
- All coaches at each level will be part of selection process for all teams at that level. Coaching coordinators and/or outside parties may also be used.
- Any parent coaches will be removed from the selection process.
- All "B" teams will be equal in strength.
- Tryouts are closed to spectators.

Unless pre-approval has been secured from the head coaches of the teams affected, the club's Programs Coordinator, and the Board of Directors, no participants in the club's ice hockey programs will be permitted to be listed on more than one team roster; and,

Unless pre-approval has been secured from the head coaches of the teams affected, the club's Programs Coordinator, and the Board of Directors, female ice hockey players may only participate on male ice hockey teams above the Squirt level as they are able to qualify for by virtue of a try-out that is administered by the head coach of such team.

Locker Rooms

- All players need to use the locker rooms provided to dress and put on skates.
- The WBSC and Williston Park District are not responsible for any theft from the locker rooms.
- Keys for the locker rooms are available with the rink manager or concession stand during games.
- No parents are allowed in the locker rooms for Squirt/10U on up.

Weather Cancellation Policy

WBSC will follow the Williston Public School closings. If school is cancelled, no mandatory practices will be held. In the event of poor weather when traveling to out of town games, the coach and team manager will make the decision and communicate with the team.

Team Manager

One parent or group of parents from each team needs to step forward to be the liaison between the parents, coach, and the Board.

Duties:

- Maintain required documents that must go to all games
- Forward all announcements on to parents/players
- Book hotel rooms for out of town tournaments/games
- Organize schedules for parents to work home games
- Collect Team jerseys after the final game of the season, wash, and turn them into the equipment manager

Skills needed:

- Able to use email and other basic computer programs
- Responsible
- Willingness to provide a fun atmosphere for the kids

Communications

Several communication methods will help our teams and association run more efficiently. Please get your information directly from an official source. "Rumor mills" are common in youth sports but often serve to misinform and lower the quality of the association as a whole.

- Schedules – Posted at the far east end of the lobby glass and posted on website.
 - Any changes will be communicated through the team manager and be available on the website and at the rink.
Revisions will be printed on colored paper at the Agrisports Complex
Revisions will be highlighted on the website
- Team meetings/Parent meetings – Held at the beginning of the year and periodically throughout the season as needed.
- Email/Handouts – Team managers will communicate through email or handouts at practices.
- Suggestions – Thoughts, comments, suggestions and questions should be directed to the team manager, coaching coordinator or to a member of the board in writing.
- Board meetings – Normally held 1st and 3rd Tuesday of the month at 7pm and are open to members. Meetings held at the Agri-sports Complex. Please check the website for actual date, time, and agenda.
- Annual meeting – This is combined with the year end banquets. Voting for new board members is done at this time.
- Web site – www.willistonhockey.com

WBSC Handbook

The WBSC handbook will be available on the website. The handbook will be a working document that may be updated during the year. It is the responsibility of the WBSC member to look for notices on the website that the handbook has been updated and to read those changes. It is in the very near future that the majority of the WBSC's business will be conducted electronically via e-mail and the website. This will include schedules, schedule changes, meeting notices, policy changes, etc.

Protocol for Coaching Concerns

Parents may not directly approach a coach with any complaint without **first waiting 24 hours** from the incident from which the complaint derived and then that parent is encouraged **not** to complain to the coach unless a simple, fair and objective resolution of an issue can reasonably be expected to occur.

Parents who believe that they have a valid complaint about a coach should bring their concern to a Board member.

Problems or concerns regarding coaches must be brought to the attention of the Ace Coordinator, not to the team manager. The Ace Coordinator will discuss the issue with the WBSC/Coach as needed.

Practice – On and Off Ice Attendance and Behavior

Practice (defined as both on and off ice including dryland) attendance is **mandatory**. Coaches, at their discretion, may bench players who have unexcused absences from any practice, whose behavior at practice is not conducive to learning, who are disruptive, show negative attitudes, or negatively impact the ability of other players to experience optimal practices. Such standards will be stated at the beginning of the season and be applied fairly to all players on the team without regard for their playing ability.

Ice time is a valuable commodity. Players need to be completely ready to go on the ice well before the ice time starts. Coaches will inform players of how early to arrive at the arena prior to practices and game times. Coaches may subject players who arrive late for games or practices to disciplinary benching or suspension.

Tobacco Products, Alcohol, Drugs and Drug Paraphernalia

The use and/or possession of tobacco products, alcohol, drugs, or drug paraphernalia by Williston hockey players is illegal and forbidden.

- Suspected use and possession reported to the board will be immediately relayed to the parents and player by involved parties in a confidential meeting.
- Confirmed use or possession of the above products by a Williston hockey player may result in suspension from play for a minimum of one month. The length of suspension, and/or the possibility of expulsion from the team will be determined in a confidential meeting between parents, player, and the designee from the board of directors.

Process for Suspension Procedures

The following is the hierarchy for discussion among parties to resolve disputes. If resolution cannot be attained by the first group, then the next group will attempt to find resolve, etc.

1. Coaches and player
2. Coaches, player, parents and Ace Coordinator
3. Coaches, player, parents, and Ace Coordinator and Board Advisory Committee
4. All disciplinary actions must be reported to the board.

DISCIPLINE GUIDELINES

The following will be used as a basic guide by each team for handling specific problems that may occur during the year. Each coach may put additional rules in place but will follow these basic guidelines.

Additional rules will be communicated to the participants. Coaches will enforce such rules consistently and fairly with all participants.

- **Not listening to coach; disruptive at practice; late for practice; not wearing required equipment.**
1st occurrence: sit on bench for as long as coach feels necessary or extra laps, crushers, etc.
2nd occurrence: sit out shift or time during current or next game.
3rd occurrence: sit a period or more at the coach's discretion.
- **Badmouthing teammate or competition; harmful teasing; abusive or foul language; obscene gestures.**
1st occurrence: warning.
2nd occurrence: sit out one period during current or next game.
3rd occurrence: sit 2 periods or more at the coach's discretion.
- **Missing practice/dryland (unexcused)** – Players/parents must call one of the coaches prior to practice to say they will not be able to attend and why. Wednesdays are traditionally faith nights and will be viewed as such. Tell the coach if Wednesday practices are going to be a problem. Wednesday faith activities are an automatic excused practice and no reduction in playing time or other penalties will be assessed. Other events will be viewed as excused absences: school related, such as band or choir; family functions; illness: a note from a parent or physician may be required if someone misses an inordinate number of practices or games.
1st occurrence: sit one period of next game.
2nd occurrence: sit the next game.
3rd occurrence: possible expulsion from team.
- **Missing game (unexcused)**
1st occurrence: sit two periods of next game.
2nd occurrence: sit the next game.
3rd occurrence: possible expulsion from team.
- **Damage to locker rooms (home and away), benches, provoking trouble in motels, stealing, and respect of other player's property.**
1st occurrence: immediate game suspension and payment for damages.
2nd occurrence: expulsion from team and payment for damages.
- **Violence towards a player or coach with intent to injure**
Any offense: mandatory meeting with Board Executive committee, coach and parents.
Minimum of 2 game suspension up to a maximum of a season.
When a player is required to sit out a full game, they will be required to be in uniform on the bench. The exception to this would be a suspension for a game misconduct.
Players are also subject to calls by the coach. If the referee misses a call, but the coach sees it, the coach may assess that player that penalty, and make him/her sit on the bench to serve time for that penalty. If this becomes a problem, the player will sit as long as the coach deems necessary

COACH'S CODE OF CONDUCT

All coaches will:

- Care more about the child than winning. Winning is a consideration, but not the only one, nor the most important one. Player development and learning are the most important aspects of our program.
- Make safety a commitment and the #1 priority: discuss risk of injury, build safety into all drills, clearly explain and demonstrate safe technique, and be prepared for all injuries.
- Understand the rules of the game and the importance of teamwork and share that knowledge with the players.
- Be a positive role model for your players: display emotional maturity, maintain a neat appearance, be prompt, and demonstrate kindness, consideration, and understanding towards the players.
- Be consistent, honest, fair, and just when dealing with your players. Provide praise when it is deserved and constructive coaching as opposed to criticism when necessary.
- Become familiar with and share ideas, techniques, and strategies with other coaches for the betterment of the program. Seek opportunities to develop professionally and participate in training/clinics when offered.
- Be well prepared for practice sessions. Organize practices that are fun, challenging, and properly utilize both time and the ice.
- Promote good sportsmanship and teach players to respect the officials and their decisions, the opposition, as well as the arena and arena staff.
- Maintain positive and professional relationship with all players and parents not showing favoritism or the perception of favoritism.
- Travel to away games and tournaments should be with the other coaches on the team or individually, not with families of players.
- Strive to ensure and promote equal playing time for all players in order to ensure the development of each member of the team.
- Maintain an open line of communication with your players' parents. Clearly explain your primary goals and philosophy, the goals and objectives of the association, and the responsibilities they and their children have in helping the team run smoothly.
- Remember it is a game, not a job, for the players.

DO NOT at any time....

- Use offensive language
- Physically or verbally abuse players
- Use tobacco, drugs, or alcohol while supervising players or in the presence of players
- Allow yourself to be in a room alone with a single player with the door shut.

Non-compliance with this code of conduct will result in a review of the coach by the Board to determine disciplinary action. Any use of drugs or alcohol while supervising player(s) may result in immediate suspension if witnessed by any Board member.

PARENT'S CODE OF CONDUCT

I AGREE TO ABIDE BY THE FOLLOWING:

1. Remember that youth are involved in organized sports for their enjoyment not mine
2. Encourage players to abide by the rules of the game.
3. Communicate to children that an honest effort is more important than winning.
4. Turn defeat into victory by helping my child work towards skill development and good sportsmanship.
5. I will never ridicule or yell at my child for making a mistake or losing a game.
6. Remember that all players' experiences and development are important.
7. Always conduct myself in a positive manner by respecting other parents, players, coaches, and officials.
8. Recognize that the coaches, not parents, are the primary source of instruction and authority in the game.
9. Recognize the value, authority, and importance of our coaches and team interest.

I AGREE NOT TO:

1. Force an unwilling child to participate in WBSC.
2. Publicly criticize or ridicule a coach, player, or official.
3. Condone physical or verbal abuse of players.

If any parent/guardian is disrespectful or obstructs/interferes with a coach during the instruction time (on or off the ice), or is verbally or physically abusive to a coach, official, or player, the parent/guardian may be suspended from the program or other disciplinary action may be taken by the WBSC Board.

PLAYERS CODE OF CONDUCT:

Realizing that you are a representative of the City of Williston and the Williston Basin Skating Club, I agree to:

1. Follow USA Hockey, North Dakota Hockey, and Williston Basin Skating Club rules and regulations.
2. Learn the rules and the necessary skills of the game.
3. Always conduct myself in a positive manner by respecting other players, coaches, and officials.
 - a. No swearing or abusive language on the bench, in the rink, or at any team function.
 - b. No lashing out at an official no matter what the call is.
 - c. Anyone who receives a penalty will skate directly to the penalty box.
 - d. I will recognize the value, authority, and importance of our coaches and team interests.
4. Understand the importance of team work and team concept.
5. Recognize that the coaches, not parents, are the primary source of instruction and authority in the game.
6. Be prompt for all practices (including dryland) and games.
7. WBSC believes that the growth and development of players can best take place in an environment which promotes safety, fairness, courtesy, and respect for one another. Therefore, the following actions **will not** be tolerated:
 - a. Hazing: Committing an act against a player or coercing a player into committing an act that creates a substantial risk of harm to a person in order for the player to be initiated into or affiliated with WBSC.
 - b. Disorderly Conduct: Engaging in offensive, obscene or in boisterous and noisy conduct tending to arouse alarm, anger, or bring resentment in others.
 - c. Harassment: Participating in or conspiring with others to engage in harassing acts that injure, degrade or disgrace other individuals. Harassment whether willful or otherwise, includes disability, race, sexual orientation, and/or age.
 - d. Use of alcohol, tobacco, or illegal drugs.

Any concern regarding the conduct of a player must be reported directly to the coach by the player or player's parents who the behavior is impacting.

If these incidents occur, I realize that I may be suspended from the program or other disciplinary action may be taken. The Board will make this decision after reviewing the situation.

Volunteering

Volunteer efforts and fundraising are essential to keep costs reasonable and to ensure opportunities for the youth we serve.

Each family must:

1. Complete 25 hours of volunteer time per family (15 hours for Mini-Mite only families).
2. Pay registration fees before a child can skate.
3. Pay a Cleaning Fee of \$75.00 per family.
3. Fulfill their team's requirements for working and cleaning at WBSC sponsored tournaments.
4. Participate on other fundraising efforts and committees as needed
5. Each family will be required to write a check for \$300.00(*) that is post-dated April 1, 2012, which the club will hold to ensure that the annual volunteer hour requirement for all families is met by March 31, 2012. As is the case with the club's annual skating fees, this check must be delivered to the club before a family member is allowed on the ice. At the end of the season, if a family meets their annual volunteer hour requirement of 25(*) hours, the \$300.00(*) check will be returned to them. If the annual service hour requirement is not met by a family, their \$300.00(*) check will be cashed on or about April 1 and the \$300.00(*) will be forfeited to the club for failing to complete the minimum requirement. Families are no longer allowed to buy out their required minimum volunteer hours by submitting a payment of \$300.00(*) prior to the start of the hockey season. [(*) for families with only Mini-Mite skaters, the correct numbers are 15 volunteer hours and a \$150.00 post-dated check.] A partial list of volunteer hours activities are as follows:

Cooking and Food Preparation for Concession Stand
Working Concession Stand
Cleaning as needed
Off Ice Official- (Working Scoring Box or Penalty Boxes)
Operating Zamboni
Other WBSC board approved activities

Notice to off ice officials:

When you are working in the scorer's box and/or penalty box, you are considered an off ice official for the game. You are not allowed to cheer, yell, comment, coach, instruct or complain while serving as an off ice official.

We (both player and player's parents/legal guardian) understand that the 2011-12 Williston Basin Skating Club ("WBSC") Handbook describes important information about WBSC's policies, rules, and regulations for participants in WBSC's activities and that we should consult with WBSC's Board of Directors regarding any questions not answered in the handbook.

Since provisions of the handbook are subject to change, we further understand that revisions to the handbook may supersede or eliminate one or more existing policies within the handbook. We acknowledge that it is our responsibility throughout the year to periodically review WBSC's website www.willistonhockey.com to check for, read, and comply with any revisions to the handbook.

We also understand that participation in WBSC's activities is a privilege, and not a right, and that we will comply with both the policies, rules and regulations of the handbook and any subsequent revisions thereof. We also acknowledge that the failure to follow such policies, rules and regulations could result in the loss in some or all of the privilege to participate in WBSC's activities.

We acknowledge the receipt of the handbook and will submit any questions we have to the Board of Directors of WBSC.

Date

Players Signature

Print Players Name

Date

Parent/Legal Guardian Signature

Print Parent/Legal Guardian Name

Date

Parent/Legal Guardian Signature

Print Parent/Legal Guardian Name

Volunteer Hours

_____ **\$150**

_____ **\$300**

Check# _____