

EASTERN JUNIOR ELITE PROSPECTS LEAGUE



BOYS (9-10-11-12-13-14-15-16-18 U)

GIRLS (10-12-14-16/19 U)



***2021-2022
OPERATING GUIDELINES***

EJEPL LEAGUE STAFF JOB DESCRIPTIONS

Commissioner – Henry Lazar

- a. Act as liaison between USA Hockey and the League. Act as ambassador of the EJEPL at events and meetings
- b. Communicate USA Hockey news and information to the Member Clubs.
- c. Counsel the League on rules in accordance with USA Hockey regulations.
- d. Advise member clubs of yearly review of Operating Guidelines changes.
- e. Responsible for the monitoring of player movement in conjunction with DoHOps.
- f. Oversee the All-Star and Showcase events and the planning of Annual Championship Tournament.
- g. Resolve protests and disputes between member clubs.
- h. Handle all Financial responsibilities
- i. Oversee Committees, Enforce League policies, Assign Committee Members, set goals, and coordinate all business operations

Director of Hockey Operations (DoHOps)— Jon Sandos

The Director of Hockey Operations will assist the Commissioner in handling all facets of the EJEPL operation. The DoHOps will report to the Commissioner and execute all projects assigned to him. The DoHOps will also serve to maintain the day-to-day operations of the league. The DoHOps will also handle Social Media for the EJEPL. The DoHOps will also supervise the Director of Discipline and Statistics, Administrative Assistants, and Showcase Supervisors.

EJEPL Director of Discipline and Statistics—Steve Kauffman

The Director of Discipline and Statistics will work with the Commissioner and DoHOps to maintain all aspects of the web site, roster and picture maintenance, accuracy, alumni, all-stars, event supervision, follow up and any other EJ projects. This position will also serve as the Head of Discipline, handling the weekly report and doling out supplemental discipline where necessary.

EJEPL Administrative Assistant / Special Projects Manager – Jeff DeSalvo

The Administrative Assistant / Special Projects Manager will work with the membership to ensure that all information flows smoothly to the league office. The Administrative Assistant will oversee tracking down scores in the event teams do not submit scores in a timely fashion. This position will also be assigned special projects throughout the season.

League Secretary--- Nicole DiPaolo

The league secretary will organize the collection of annual meeting documents and create the EJEPL League Directory which will include all organizations and its teams. The Directory will be updated each month August through November.

Referee-In-Chief (RIC) – Eugene Binda

The RIC will report directly to the Commissioner. He will handle the supervising of officials and all questions and concerns, etc., that arise during the season related to the playing rules. He will see that the officials observe the standard of play and rule emphasis adopted by USAH. He will see to it that the official's primary goal will be to maintain the safety of all participants in the game, allowing the skill levels of the participants to determine the outcome of each game and to increase participant enjoyment. The RIC will also handle investigations into major incidents and recommend discipline to the Director of Discipline.

Information Systems—Sports Engine

Sports Engine will serve as our web site server. They will manage all upgrades and site design. The DoHOps will work with Sports Engine to manage specific pages of the web site to ensure consistency in presentation and navigation.

League Statistician---Jerry Keating

The league statistician will handle the main score sheet entry job for 14 to 18 U along with doing the Bi-Monthly EJEPL Newspaper. This position will also be involved with EJEPL special projects.

EJEPL ANNUAL MEETING

The EJEPL annual meeting will take place the 1st Monday of June. It will be the only meeting of the membership. Communication during the season will be by the Commissioner's Bi-Weekly Newsletter which will be e-mailed to all personnel in the EJEPL Directory. Prior to the annual meeting, the membership will receive the agenda, directions and other pertinent documents.

TEAM DECLARATIONS AND LEAGUE FEE DEPOSITS

Each new season, within a week following the Annual Meeting, each organization shall declare if they expect to ice a team for the following season in the available divisions. The Commissioner and DoHOps will review past performance in approving all returning teams and the Conferences they belong in.

Shortly after the Annual Meeting and the number of teams are known at each level, the scheduling process will begin. A League fee deposit of \$1300 (15-16-18U) (\$2600 Annual Fee) and \$825 at the (9-10-11-12-13-14 U) levels (\$1650 Annual Fee) **per team** must be paid at the Annual Meeting. The balance of the League fees will be invoiced and due by July 15. Split season deposit of \$625 (\$1250 League fees) are also due. If a team withdraws after the deposit is paid, the team forfeits their deposit. Failure to ice a team at a level that was declared will result in forfeiture of the Clubs applied deposits for that team.

EJEPL LEAGUE DIRECTORY

The League Secretary will create and update, on a monthly basis through November, a complete organization by organization EJEPL Directory. The Directory will include all GM's, Coaches, Assistant Coaches, Team Managers and Treasurers. This Directory will be shared via Google Docs.

USA HOCKEY SCREENING AND SAFESPORT

As per USA Hockey, all team personnel must be screened. Proof of this must be submitted to your **local league / affiliate** based on the affiliate's rules and regulations. For Safe-Sport, all personnel must complete its regimen as per the affiliate's rules and regulations. Any Safe-Sport issue will be handled, and the decision rendered and applied in the EJEPL.

SCHEDULING / ROSTERS AND PLAYER PICS

Scheduling

The Commissioner and DoHOps will provide a scheduling grid shortly after the annual meeting for each team. The schedules will be unbalanced to help defray costs and provide the correct level of competition and reduced travel expense for the members. The **KRACH** rating system will be used to qualify for playoffs. Teams may schedule with each other after the Commissioner sends out the grids. Complete schedules must be sent to the Director of Statistics no later than **July 19** via the EXCEL Schedule form.

Rosters

Each organization will submit by **July 19**, their rosters via the EXCEL Roster form. All information on the roster excel sheet must be filled in. Teams will follow the instructions and send to the Director of Statistics for input to each teams' roster page.

Player Pics

Player Pics are mandatory for all teams at the 14 U level and older. College recruiters review our rosters and watch our games on Live Barn / Hockey TV. Teams are to follow the **PLAYER PIC SUBMISSION INSTRUCTION SHEET**. Player Pics are due by Aug. 25th. Players need to look professional wearing a shirt and tie for the pics. Also recommended is a collar shirt, tie with their jerseys. A common background is recommended for the PICS. No hats. Picture submissions will all be sent to the Director of League Statistics.

AGE REQUIREMENTS AND PLAYING DOWN GUIDELINES

Ages are set forth by USA Hockey. The EJEPL follows all USA age rules. Only at the 9 U, 11 U, 13 U and 15 U since these ages are in the same category as the Major teams at the same level will "weak" players be allowed to play on minor teams. A team is allowed to skate up to (4) skaters and (1) goalie at the younger level for that age group. So, a 10-year-old who is weak can play on the 9 U team. The same applies to all the above age groups. Under no circumstances may a PW play at the Squirt level nor a Bantam play at the Pee Wee level. No Mites may skate up with the Squirts unless allowed by that team's affiliate. The permission must be sent to the Commissioner in writing from the affiliate's registrar. The EJEPL allows the play-down feature so more kids can stay in the same organization and play. The team must fill out the play-down form and send as instructed to the Commissioner who will approve it and monitor the player. If a drop-down player controls games, he will be moved up to the major team.

PLAYER MOVEMENT

The primary mission of the EJEPL is to provide to its players the opportunity to advance to the highest levels of hockey and with the opportunity to advance to the college ranks and beyond. With this as its primary mission, the EJEPL supports regular season upward player movement prior to the teams mandated cutoff date by their affiliate. This will afford the player a chance to play at a higher level. The EJEPL follows all USA Hockey player movement rules. The DROP/ADD rules currently in place by the affiliate registrars are in effect. It is the responsibility of the EJ club to notify the DoHOps via the **ROSTER CHANGE FORM** when player movement occurs so that the EJEPL roster page is up to date. Teams are required to e-mail the DoHOps as per the instructions and a completely filled out form, within (3) hours of a game. If you are uncertain about player movement, please contact the DoHOps. **Each team must satisfy their own affiliate's procedures in any player movement event.** Using an illegal player will result in the forfeiting of the affected game. Just because a player is on a team's T-1 USA Hockey roster form does not mean he is an official player on an EJEPL roster. He must be officially added to the EJEPL roster properly. As far as players moving between teams, the EJEPL follows USA Hockey rules, not any one affiliate's rules. Players may play in multiple divisions in the same age group, but not in the same conference.

Home Team Responsibilities (Non showcase games)

The home team will provide pucks (15) for each team for warm-ups as well as game pucks.

The Home team must SCAN/BOT the score sheet **within (1) hour** of the end of the game for submission to the league office. Teams must review the scan/bot procedure and e-mail recipients on the SCAN/BOT information sheet. All (4) e-mail recipients must be on the e-mail. The DoHOps will review the app. for SCAN-BOT at the annual meeting. Since everyone has a smart phone, no excuses will be accepted. There are too many games each weekend to "track down" score sheets. More than one person on the staff of a team should have the scan-bot app. on their smart phone.

The score sheet, signed by the referee is final. Both the Home team and the Visiting team must be given the opportunity to review the score sheet and sign it before it is sent to the League. Note: Stats are only kept in the 14 U divisions and older.

Score Sheets will be given to all Member Clubs by the Commissioner at the Annual Meeting.

Statistical changes can ONLY be made to any player's records after the game ---via the EJEPL stat correction form which is sent to the DoHOps by either the Head Coach or Team Manager.

Roster labels MUST be used at every level. Please update the labels during the season to reflect new players or deleted players. Coaches CAP #'s are not required. Note: If a player is using a different jersey, this must be noted on the roster label next to his name. The quality control staff reviews all score sheets to match against the EJEPL roster on the web site. Starting goalies must be circled by each team and written in in the appropriate spot on the score sheet, which is under the roster columns on the score sheet.

The OT Guideline sheet is to be handed to the referee before the game.

Home team is responsible for assigning referees through their local assignor. There is no pay scale chart for refs, they get paid whatever the local rate is.

Home team must man the scorer's booth.

Home team must assign a "Game Governor" to control the spectators and any issues not on the ice.

At the 9 U through 12 U levels, a "Quiet" parent may assist in the penalty box.

TEAMS PLAYING DUAL LEAGUE GAMES

Teams playing games counting in two Leagues are to **adhere to the other League's rules and regulations** and use their score sheet. After the game, the home team will transfer the data to an EJEPL score sheet and scan /bot the EJEPL score sheet in the usual manner within (1) hour after the game ends. Both teams must supply roster stickers for the EJEPL score sheet in the double game cases. If the local league does not have OT, the teams must agree before the game to ask the refs to stay for the OT / or the game ends in the local league's rules and regulations.

GAME DAY PROTOCOL

Warm-up time in Youth Boys and all Girls games is (3) minutes. Teams play (3) 15-minute stop time periods. Warm-ups in 15-16-18 U and Split Season divisions is (5) minutes. Teams play (2) 25-minute halves with an ice cut at the half. Teams do not switch ends in games being played as two halves. USA playing rules are in effect. Teams must secure enough ice time to play regulation and OT periods. Games cut off by the rink before the end will be decided by the EJEPL office after reviewing the circumstances.

OVERTIME

Two (5) minute Sudden Death periods will commence after a (1) minute break at game's end. Teams will stay at the same end as they defended in the third period. Penalties from regulation carry over into overtime.

In the 1st OT, it is a 4 X 4 format. During the 4 X 4 play, if there is a minor penalty, play goes to 4 on 3. If there is a 2nd minor to the same team, creating a 2-man advantage, it goes to 5 on 3. Teams revert back to the 4 on 4 format at the first whistle after players return to the ice for full strength.

If there is no winner after the first OT, a 3 X 3 OT for 5 minutes will ensue. A penalty in this scenario will work this way. The PP team will skate 4 players to the PK team 3 players. If a second penalty occurs, a 5 / 3 ratio will ensue. Levels go back to 3 X 3 on the first whistle after the penalties are completed.

If the 2nd Sudden Death ends in a tie, with neither team scoring, then both teams get one (1.5) points in the standings. If one team scores during the overtime play, that team will be declared the winner and receives two (2) points in the standings, and the loser receives one (1) point in the standings. It will be recorded as an overtime loss in the standings for the losing team.

There will be a (1) minute break on the clock between the two OT's

EJEPL POINT SYSTEM

The EJEPL uses the International Point System for League games. This puts a value on winning the game in regulation more than winning in OT. The scale is as follows:

- 3 points for a win in regulation, loser receives zero points
- 2 points for a win in OT, loser receives 1 point
- 1.5 points for a tie

No shootouts

DISCIPLINE AND SUSPENSIONS

The EJEPL Director of Discipline (DOD) along with the Referee-in-Chief (RIC) will review all game misconduct and major incidents. The EJEPL follows all USA Hockey discipline rules. The DOD will e-mail both the offending team and the offended team as well as the offending team's next opponents to advise of the suspensions. The DOD or RIC may add supplemental discipline if the offense is very serious or the suspended player is a repeat offender. The DOD will keep a logbook page for each team. Match penalties and other similar violations will be sent to the affiliate head of discipline for judgement. A player receiving a MATCH penalty may not participate in any USA Hockey function until the hearing for the MATCH penalty. Offenses such as leaving the player's bench or penalty box to join an altercation, or coming from the outside the ice to join in an altercation, any incident by players / coaches / parents in the stands, parking lot or in the other areas of the rink will be severely dealt with. Also, incidents such as Coach's misconduct, attempt to injure, kicking, biting, racial slurs or gestures will also be dealt with harshly. All of the above will be sent to the player's affiliate for judgement. The Coaches are responsible for their team's conduct, their parents conduct and everything that **takes place in the games and surroundings. Incidents in hotels, locker room damage, drug offenses, social media** violations, theft from pro shops will be dealt with severely also. The DOD / RIC may use EJEPL video to suspend a player for a major infraction not seen by the referees.

There are no protests for any judgement call.

If a suspension occurs in an EJEPL game, the player sits the next USAH game as per USAH rules. If the next game for that player is NOT an EJEPL game, the player must sit the next EJEPL game as well.

Suspended players are NOT allowed on the bench. They do not have to sign the score sheet for away games.

Outstanding suspensions carry into the Playoffs and to the next season.

PARENT BEHAVIOR

The EJEPL follows all USA Hockey no tolerance rules pertaining to spectator abuse to game officials or anyone associated with the game. Strict discipline will be doled out to any offending parties and the team.

APPEALS AND VIDEO TAPE EVIDENCE

The DOD will review video tape evidence in the following situations: wrong player suspended or it is **obvious** that the alleged penalty was incorrectly assessed. In the latter, the referees report will decide the issue unless the video tape CLEARLY shows the opposite.

DAMAGES TO FACILITIES

Damages to a host's facilities must be paid within (1) week. An invoice and picture evidence will be sent by the rink owner to the offending organization.

COMPLETION OF GAMES

Note: Completion of games: All games will be completed. If the Zamboni breaks down, glass breaks, electricity goes out, etc, the game will be picked up from that point at a later date, (**if necessary, to do so**). The closest point to common play later in the season or at a neutral site in between will be found. Only the players on the original score sheet can play in the resumption in the game. If the player isn't there anymore, the team skates shorthanded. If the player was traded to the other team, he is disqualified from that remaining part of the game. No new players added to the team after the original game-but before the resumed game cannot compete in the resumed game. This procedure will ensure integrity to the EJEPL.

CANCELLATIONS DUE TO WEATHER AND FORFEITS

If a game must be postponed, rescheduled, or cancelled due to any reason beyond the control of both teams for example, rink issues or a weather or transportation problem, then decisions regarding the game(s) in question shall be made by the operators of the two teams involved and the Commissioner / DoHOps. The only decisions that the two operators can make relate to postponement, rescheduling, playing to completion, or cancellation of the game(s) in question, and cost sharing. The operators may not make any decision or recommendation regarding a forfeit. **No game may be canceled / re-scheduled after MONDAY of the week THE GAME WAS SCHEDULED-----without consent of both teams and the Commissioner / DoHOps.** If the game(s) cannot be rescheduled due to lack of ice or availability of time, the game(s) will be considered non-played and neither team will be entitled to any standing points. The KRACH will reflect this situation in the standings.

A forfeited game is one that is declared a forfeit by virtue of a USA Hockey rule violation (e.g., an ineligible player, a team walks off the ice before the completion of game, or a team does not show for a game for some reason other than mentioned above). The non-offending team will receive three points for the win regardless of the natural outcome of the game if played. The offending team will receive no points, will be placed on probation for the remainder of the season, and all applicable USAH rules will be enforced. Only the Commissioner, / DoHOps shall have the right and responsibility to declare a game or games as forfeited, to name the offending team, to officially allocate points to the non-offending team(s), and to assign penalties, including probation and **monetary penalties**, to the offending team. In most cases, the offending team will be responsible to reimburse the non-offending team for **ice fees and ref fees**, deemed applicable by the Commissioner, / DoHOps. The offended team will send an invoice to the EJEPL office.

If a team has used an ineligible player on its roster / or not on its roster for a League game, the non-offending team may contest the game and file for a forfeit. To do so, the non-offending team must file a written request with the Commissioner / DoHOps within **24 hours** of completion of a game (if played) or the scheduled completion of that game (if not completed for any reason). All protests will be ruled upon by the Commissioner, DoHOps and the RIC. **The Director of Statistics will periodically review score sheets with the on-line roster for each team to verify roster compliance and accuracy.**

In all matters pertaining to forfeits, the decisions of the Commissioner, / DoHOps are final.

IT IS THE RESPONSIBILITY OF THE ORG. GM TO ENSURE PROPER ROSTERING. NO EXCUSES WILL BE ACCEPTED.

BOTH HOME AND AWAY TEAMS EACH WEEK MUST VERIFY THEIR GAMES WITH THEIR OPPONENTS!!!!!!!!!!

PLAYOFFS

The EJEPL holds playoffs for all divisions. There are many formats used. The Commissioner decides all formats and venues. Information regarding formats, dates and venues for all EJEPL conferences will be posted on the EJEPL website at some point in November each year. Please access the PLAYOFF tab on the web site home page. Formats may vary from division to division. The KRACH rating system is used to qualify for playoffs as all teams play an unbalanced schedule. The DoHops will place the initial KRACH ratings on the website sometime late in the fall. They will be updated weekly after that except during the two-week Christmas break.

All teams must play all their assigned games to qualify for playoffs. All playoff organizations must be in good standing for ANY of their teams to participate in playoffs.

Players in midgets must play (8) EJEPL games to qualify for playoffs, in Youth the # is (6) and in Girls and Split Season it is (4). A waiver for catastrophic injury will be granted only to players who are full time rostered players and are on the team's roster as of NOV 1.

ALL-STARS

Boys DIAMOND level teams (ages 10 U to 14 U) may participate in a MAY Tournament in the Boston area. The Coaches of the team will be the Coaches of the two Championship Game teams. Teams in their conference will receive ballots for their players and will recommend players to the staff. The Coaches will select the teams with the DoHops's input. The players will receive their own EJEPL all-star jersey which they will keep. Info. For the all-stars will be put on the website in December.

MISC. ITEMS

- **Score keepers are considered MINOR officials and are protected as referees are from misconduct from players and coaches**
- **Players in all conferences will affix the EJEPL helmet sticker to the back of their helmets. Teams will receive the stickers at the annual meeting**
- **An event schedule with black-out dates will be given out at the annual meeting**
- **There is never a gate at any EJEPL event**
- **Members are encouraged to use the EJEPL community bulletin board to post anything regarding open dates, tournaments they are hosting, etc.**
- **The on-line store is up and running.**
- **The Commissioner / DoHops will rule on any issue not covered in these operating rules.**
- **The EJEPL welcomes any suggestions that will make things better for the EJ and its players.**