



District 5 Hockey 2019/2020 Handbook

DISTRICT 5 PREAMBLE

1. DISTRICT 5 HOCKEY BOARD

District 5 is comprised of various hockey communities as established by MN Hockey. A Board of Directors is established from within the District to organize and govern all hockey within District 5. Each Association has a District 5 Representative, who is responsible for voting on behalf of the Association, AND for communications between District 5 and the Association. All Associations and elected officers of District 5, with the exception of the District Director, shall each have a vote on the District Board. For the 2019/2020 hockey season, the following Associations are members of District 5:

Buffalo/Annandale

Monticello/Maple Lake

Litchfield/Dassel/Cokato

Sartell

Sauk Rapids

Willmar

Hutchinson

St. Cloud

St. Michael/Albertville

River Lakes

As per MN Hockey By-Laws, all District Boards shall operate as an adjunct part of MN Hockey. Such Boards are critical to the operation of the District, and are entrusted to handle many of the administrative details of running a district. However, such Boards are inherently advisory in nature as it would relate to hockey operations in the District. The District Director is an elected office with a term of three years. It shall be the duty of the District Director to organize, supervise and enforce the rules and regulations of MH in their respective districts, including tournament play, and to perform such other duties as assigned to them by the President or the divisional Vice President of MN Hockey. Each District Director is hereby declared to be the “proper authority” or “proper disciplinary authority” within their district for all purposes contemplated by the rules of MH and USA Hockey, with the condition that they must abide by the decisions of MH. It shall be understood that the final authority lies in the Director. Each District Director may designate other individuals to assist in the performance of their duties.

District 5 is operated by volunteers working to promote physical and mental development and good health, character, sportsmanship and citizenship. In order to continue this successful program, we ask for your help and cooperation. Anyone who is interested in working in this volunteer youth program at the District level, or Association level, please contact your hockey association representative.

MN Hockey District 5 Officers

MN Hockey District Director

Steve Gapinski
425 Ash Ave NW
St. Michael, MN 55371
stevegapinski@gmail.com
612.386.9337
3 Year term
Term out: 2019/2020

1st Vice President

Nate Wold
330 E 4th Street
Monticello, MN 55362
Natewold@yahoo.com
612.518.9865

Term out: 2020/2021

Secretary/Girl's Coordinator

Dena Walters
614 20th St N
Sartell, MN 56377
Denadaveusa15@gmail.com
320.266.2255
2 Year term
Term out: 2019/2020

Supervisor of Officials

Michael Kephart

Mkstripes@gmail.com

Tournament Coordinator

Nate Wold
330 E 4th Street
Monticello, MN 55362
Natewold@yahoo.com
612.518.9865

President

Tim Reuter
1287 North 2nd Street, Suite 101
Sauk Rapids, MN 56379
tk.reuter@yahoo.com
320.250.9612
2 Year term
Term out: 2020/2021

2nd Vice President

Rick Mueller
9848 Rush Creek Blvd
Rogers, MN 55374
rickpm@comcast.net
612.860.5797
2 Year term
Term out: 2019/2020

Treasurer

Jeff Swenson
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Otsego, MN 55330
d5treasurer@charter.net
763.228.6445
2 Year Term
Term out: 2020/2021

Coach in Chief

Derrick Brown

507.220.4108
dbrown@cathedralcrusaders.org

USA Hockey Associate Registrar

Kristen Huber

St Michael, MN 55376
kristenhuber.d5registrar@gmail.com
763.639.6998

DISTRICT 5 GENERAL RULES AND POLICIES

1. *Player, coach and team registration*

No player or coach is allowed to participate in any on ice function (including clinics, grading, tryouts, practices, scrimmages and/or games) until they have been registered with USA Hockey. No team is allowed to play any game or scrimmage without properly endorsed team credentials.

1.1 USA Hockey and Minnesota Hockey Requirements

Players and coaches are not covered by insurance until electronically registered AND fees are received by the USA Hockey Associate Registrar.

1.2 District Requirements

Dates for required registration data will be established annually and posted to the website. Attendance at a Registration Coordinator meeting is required, and policies for registration will be distributed at that time.

2. *Rostering players and team officials*

The maximum is eighteen (18) players plus two (2) goaltenders, unless prior written permission is received from the District 5 Director and the Minnesota Registrar. Changes in team rosters cannot be made after December 31, 2019.

2.1 Each player on a registered team must comply with MN Hockey's Participation Rule.

2.2 Goalie replacement is permitted under the following rules and circumstances:

2.2.1 *For league play and scrimmages, you must have written permission from the District Director using the level guidelines as outlined by MN Hockey. Goalie replacement is not available for Squirt/10U.*

2.2.2 For District Playoffs, a spare goalie may be obtained following the "spare goalie" rules outlined in the Minnesota Hockey Handbook.

2.2.3 For Invitational Tournaments or games, a spare goalie from the same or a lower level may be requested only in the event of illness or injury. The specific permission of the Tournament Director and the District 5 Director is required.

2.3 If an Association has more than one team at a level, the Association is then encouraged to participate at the highest level offered by D-5.

2.4 Any Mite aged eligible player moving up to Squirts/10U must play at the lowest level of Squirts/10U that their Association offers. A President of a D-5 Affiliate may submit a written petition to the District Director for exemption to this rule. The decision of the District Director is final. The total number allowed to move is dictated by MN Hockey rules.

- 2.5 Any Association adding, dropping, or changing classifications after October 1, 2019 will be assessed a \$300 penalty.

3. District 5 Board Meetings

- 3.1 The District 5 Board will meet the first Wednesday of every month from August - April. The Board President will declare the location for the season at a meeting. Each meeting starts promptly at 7:00pm. The annual dinner meeting/awards banquet is held in April. Start time for the April meeting will be announced later.
- 3.2 Each Association is required to have representation at each District meeting. Failure to attend a meeting will result in a \$150 fine.

4. District league and playoffs for 2019/2020

- 4.1 League play for traveling teams can start on November 1, 2019.

All league 12U/Pee Wee, U15/Bantam games must be played and completed by the midnight 2/8/20 deadline, or the Association will not be allowed to participate in District, Region, or State playoffs.

All 10U/Squirt League games must be played and completed by 2/20/2020.

District play offs will be between 2/14/20 and 2/23/20.

District 5 Squirt/10U Tournament will be held between 3/6/20 – 3/8/20.

Participation in the 10U/Squirt playoffs will be set on or before the District January meeting.

5. Coaching requirements

Please consult www.minnesotahockey.org for questions.

- 5.1 All coaches shall complete a MN Hockey electronic screening application, Safesport Training and MUST have completed all MN/USA/D-5 age appropriate USA Hockey Modules prior to any team activities. Coaches must have completed CEP training by 12/31/2019. Those coaches found to be non-compliant, will be immediately removed from the roster on 01/01/2020.
- 5.2 All coaches will be required to read and sign a District 5 coaching ethics agreement form and Concussion Certification form. This form can be found on the D-5 website.

6. Participation Conduct

- 6.1 District 5 will strictly operate under the USA Hockey Zero Tolerance policy.

6.1.1 Players

Players shall not:

1. Openly dispute or argue any decision by an official;
2. Use obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person; or

3. Visually demonstrate any sign of dissatisfaction with an official's decision.

Coaches

Coaches shall not:

1. Openly dispute or argue any decision by an official;
2. Use obscene or vulgar language in a boisterous manner to anyone at any time; or
3. Visually display any sign of dissatisfaction with an official's decision.

Officials

Officials are required to conduct themselves in a businesslike, sportsman-like, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited. Officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

Officials are expected to strictly enforce USA Hockey's ZERO TOLERANCE rule regarding profanity

No immediate family member shall officiate a league or invitational tournament game where a member of their family is a participant. (coach or player.) If this occurs, the official shall forfeit their compensation for the game, and is subject to a potential suspension if the Supervisor of Officials deems it appropriate.

Parents/Spectators

On ice officials will stop the game when parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The game officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectator's viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. Spectators are subject to the same rules of conduct that apply to players, coaches, and team officials.

6.2 Conduct

Disruptive use of artificial noisemakers will be considered abusive conduct. All coaches will be responsible for the actions of their spectators.

If spectator conduct becomes so abusive that, in the referee(s) opinion, it is distracting from the game or inciting the players, the referee(s) may stop play and:

- Ask the coach(s) to control their spectators.
- Ask the coach(s) to request specified individuals to leave the arena.

6.3 Fighting

A fighting penalty shall result in a game misconduct and at minimum, an automatic three (3) game suspension and may at the Directors discretion result in further discipline. Players are suspended from all games until the Grievance Committee reviews the incidence of the 2nd fighting penalty in a season at a regularly scheduled grievance hearing.

6.4 Match Penalties

All match penalties shall require a hearing by the Grievance Committee at a regularly scheduled date. Offending players are not allowed to participate in any team activity until the Committee has reviewed the incident.

6.5 Cumulative Penalties

If during the course of the season any player is ejected from a total of two games, league officials will notify the player and the player's coach that said player is on probation for the remainder of the season. If the participant receives a 3rd ejection during the probationary period, he/she will be suspended until a hearing date. At that point, the Grievance Committee will decide if any further suspensions need to be handed out.

6.6 Game Suspensions

Any game misconduct penalty assessed during a league or non-league (scrimmage) game shall be served during the next **regularly scheduled District 5 league game**. (The player/team official may participate in any **previously scheduled** non-league [scrimmage] games.) If a penalty is assessed that includes a one game suspension during an invitational tournament the next tournament game will fulfill the D5 game suspension. However, if the game suspension penalty occurs during the last game of an invitational tournament the above listed D5 league rule will be enforced. The intent of this rule is to allow skaters to participate in previously scheduled non-league games until serving their penalty in a league contest. The Association where the suspended player/team official is registered is responsible for making sure that the suspension(s) shall be served according to this rule. Should an Association neglect its enforcement duties, the District Director may penalize said Association.

6.7 Abuse of Officials

Foul or abusive language or behavior directed towards any game or arena official (i.e. referees, timekeepers, scorekeepers, penalty box officials, or arena personnel) will not be tolerated from any player, coach, team official, or spectator. Coaches are reminded that they can be held responsible for the behavior of players as well as spectators while they are in the arena. This includes before, during, or after any game played by the team.

Referees have the authority to impose additional penalties on players and coaches until all team members have left the arena premises.

6.8 Coaches:

All coaches should have a USA Hockey rule book, and should familiarize themselves and their players with those rules. All coaches are responsible for the action of their fans. It is of the utmost importance that all coaches and players take the responsibility of following the rules; thereby insuring that as much playing time as possible is derived from each game.

Any coach who engages in fighting, violence, or any form of intimidation will be suspended indefinitely. The suspended coach will be considered for reinstatement by appealing to the District President, who also serves as chairman of the Grievance Committee. The appeal must be in writing, and delivered to the President.

If deemed necessary and appropriate by the Grievance Committee, a coach may be suspended.

6.8.1 Game misconduct penalties Coaches

Coaches assessed a game misconduct penalty will be subject to the following disciplinary policy:

First offense: Warning of future suspension if assessed a second game misconduct during season.

Second offense: 3 game immediate suspension. (No team contact, including practice and locker room)

Third offense: Suspended for remainder of current season. Association fine \$500.00.

6.9 Non Compliance

Players who do not comply with the above rules and other game misconduct rules, and that player's head coach, are suspended from participating in any MN/USA Hockey sanctioned event until the Grievance Committee reviews the incident at a properly convened grievance hearing.

7.0 Grievance

7.1 Organization of the Grievance Committee

The District 5 Grievance Committee consists of the District Executive Board which includes the MN Hockey Director, District President, 1st and 2nd Vice President, Treasurer, Secretary, and Supervisor of Officials. All committee members, except for the District Director shall have a vote.

7.2 Grievance Committee Meeting Dates

The Grievance Committee will hold hearings prior to the District Board meetings on the first Wednesday of each month, when necessary, during the regular playing season. A letter of infraction must be submitted to the President of District 5 before the meeting is conducted.

Parties are required to attend, regardless of game scheduling. If a party opts not to attend, suspensions will continue until the next hearing. Any player or coaching offense requiring a hearing will have the suspensions remain in effect until said hearing is held. Note: If a suspended participant fails to attend the hearing, the participant must submit in writing a request for a hearing to the President. Upon receipt of the written request, the President will schedule a hearing. If no request is made, the suspensions shall continue indefinitely.

8.0 District 5 League Rules

Youth and Girls teams playing at the same competitive level (A, B, C, House) are considered to be equal competitive levels and these like competitive levels shall receive equal treatment.

8.1 Game Administration

Filling out the Score Sheet:

Score books will be provided to each team at the time of roster signing. The home team is responsible for properly filling out the score sheets before and after the game. Game Numbers and Association Names (ie: Hutchinson, MML, River Lakes, etc.) MUST be on the score sheet. (Do not count on the association name to be printed on the team roster sticker). In addition, the Final Score section of the score sheet must be completed

correctly. If any of these 3 items are missing or incorrect, the home Association will be charged \$10 for each missing/incorrect item.

Submitting the Score Sheet:

The **Home Team** must submit the **original** (white) score sheet via US Mail or a legible copy electronically to the address listed below within 5 days of the date of the game. If the score sheet is electronically sent or postmarked later than 5 days, the Association will be assessed a \$75 penalty for each occurrence. Note: Electronically submitted score sheets must have the game number listed in the subject line. The Association of the home team will be assessed a \$10 penalty if the game number is missing from the subject line.

White Copy Exception: If the on-ice officials request the white copy of the score sheet to complete reports for penalties, the home association shall submit the **pink** copy of the score sheet with all required information legible on the copy.

IMPORTANT NOTE: During the last week of the season, it is imperative that scores get reported as soon as possible. Therefore, any game played during the last week of the season must be submitted **electronically** within 3 days or by 10:00 pm, Saturday, February 8th 2020, whichever is soonest. For each late score sheet, the Association will be assessed a \$75 penalty.

Bill Breeden
District 5 League Coordinator
15015 70th Street
Mayer, MN 55360
d5leaguecoordinator@gmail.com
[952.715.9605](tel:952.715.9605)

8.2 Payments

Any fines or bills that are not paid to the District means that the Association will NOT participate in District, Regional, or State playoffs.

8.3 Off-Ice Officials

The visiting team is responsible for assigning an off-ice official to accurately complete the score book and provide 1 penalty box official. The home team is responsible for assigning off-ice officials to run game clock and 1 penalty box official. Those assigned the responsibility of an off-ice official are the only ones allowed in the scorekeeper's box during the play of the game.
ALL off-ice officials MUST be 18 years of age or older.

8.4 League Play

Annually, the District President will ask for team declarations beginning with the August meeting. These declarations are used as a planning tool to preliminarily establish various leagues for the District. Consult this Handbook for the final declaration dates. League play is governed by the playing rules of USA/MN Hockey with the following clarifications.

8.4.1 Each traveling team shall furnish a line-up by number and position to the scorekeeper at least 10 minutes prior to the start of the game.

- 8.4.2 The goal nets shall be affixed with breakaway anchors for all games at the traveling level.
- 8.4.3 Home team shall furnish warm up and game pucks.
- 8.4.4 At the conclusion of each game, the visiting team shall exit the ice first. The home team shall remain on the ice, at, or near their bench, until the visiting team has exited the ice.
- 8.4.5 The home team shall wear light colored uniforms, and the visiting team shall wear dark colored uniforms.
- 8.4.6 Neck guards are not required, but are a recommended piece of safety equipment.

8.5 Time of the Game

In District 5 league games, the following format shall be followed:

A five (5) minute warm up shall be placed on the clock and will begin immediately after one team takes the ice, then the following game times shall apply:

- Bantams/14U: 15 minute stop time, with a resurface every two periods
- PeeWees/12U: 15 minute stop time with NO resurface
- Squirts/10U: 12 minute stop time with no resurface

ALL League games in District 5 will have two minute minor penalties.

- 8.5.1 During the regular district season, all PeeWee/12U and above teams will be allowed one time out per game.
- 8.5.2 There shall be no overtime except during playoffs.
- 8.5.3 If a team is leading by 6 or more goals in the third period, the game clock shall go to running time.
- 8.5.4 All games should be played out to stop time unless the arena has time conflicts. If the time remaining on the arena clock does not allow for the 3rd period to be stop time, the following procedure will be used. RUNNING TIME will commence when the arena clock and the official game clock show the same time remaining. (ie: With a one hour game, that starts at 5:30, the arena clock shows 6:25, the game clock should indicate 5 minutes left in the game.) It shall be the timekeeper's responsibility to watch for, and notify the referee when running time should commence. The last minute of the game shall be stop time if it is a 1 goal or tied game at the 1 minute mark.
- 8.5.5 Occasionally, District 5 is unable to secure enough teams at a certain level to support a viable league within D-5. When that happens an Association may be required to participate in a league sponsored by

another District. If that happens, the participating team will play by that District's rules, and it shall be the Associations responsibility to familiarize, and notify ALL necessary individuals of the league's rules and requirements.

8.6 Procedures for rescheduling games

Each team not able to make a scheduled game will automatically forfeit that game, unless satisfactory arrangements have been made at least 7 days prior. ("Satisfactory" means the procedure as defined in Appendix 1 is properly followed.)

Only one game/team will be allowed to be rescheduled. The cost for the game change is as follows:

Game changed 30 days or more from scheduled date: \$100

14-29 days: \$300

8-13 days: \$500

0-7 days: NO changes allowed.

If, after one game change, a team does not show up for a league game, they will be fined \$300.00, the game is forfeited, and the team becomes ineligible for District, Regional, or State Playoffs. (Exceptions to this rule would be weather or school activities, i.e concerts)

A change of game time on the same day will not require a fee to be sent in with the game change form. However, the form still needs to be submitted as required within the time frame listed above.

Please see Appendix I for complete details, and proper notification process.

8.7 Hazardous Travel

If weather conditions seem hazardous for highway travel and a coach questions the feasibility of traveling within the District 5 area, the following procedures should be followed:

1. The traveling coach must call D5 League Coordinator, Bill Breeden 952.715.9605
2. The call MUST be made by a coach or team manager, NOT a parent.

League Coordinator will retrieve information on travel advisories and make a decision on the game in question. If it is decided that the game should be played, and isn't, the game will be recorded as a forfeit. The traveling team will be fined for not playing a league game.

8.8 Officials

The supervisor of Officials shall determine who is appropriate to officiate a game or scrimmage played by a District team. No Association may participate in a game or scrimmage with an individual who is not previously approved by said Supervisor of Officials.

9.0 District 5 Playoff Rules

The purpose of the District playoff system is to determine which team(s) will advance to the MN Hockey Regional, and State Tournaments. The procedure for District playoffs will be set 60 days prior to the playoffs. Teams are seeded into the District playoffs according to their final league standings.

9.1 Tie Breaker

In case of a tie for any position in the final league standings, district seeding will be

determined by applying the following criteria in order of definition.

1. Head to head competition among the tied teams, including fair play points. The position of each team is determined in order of highest point count.
2. Most wins in league play.
3. Fewest losses in league play.
4. Most Fair Play Points earned in league play.
5. Largest goal differential among tied teams. (six maximum per game)
6. Largest goal differential for all league play. (six maximum per game)
7. Greatest quotient of goals for divided by goals against in all league play.
8. Flip of a coin by a league official in the presence of the District 5 Director.

9.2 Format

The playoff format will be announced and posted seasonally, usually in December, depending on league set up and number of teams.

- 9.2.1 Each season, Associations may be assigned playoffs to be held in their home arena. They are responsible for providing a time keeper, score keeper, and complying with MN Hockey's medical attention requirements for each game played at the arena. (The home and visiting teams shall appoint one person from each team to operate a penalty box door.)
- 9.2.2 Teams participating in District playoffs will be billed for their share of ice time and cost of the officials.
- 9.2.3 The District Director is the director of the D-5 District Tournament. The host Association President may be delegated the authority to run tournaments in their home arena.

10.0 Advance Teams

The District 5 Coach in Chief will advise dates and times of teams each year. This announcement will take place at a District Meeting, and posted on the D-5 Website.

11.0 Mites

The future of hockey in Minnesota, AND each Association located within the boundaries of District 5 is directly related to the constant influx of new players AND parents into each local Association. Emphasis on skills, and their development shall be stressed. Proper education, as well as a complete description of expectations should also be emphasized to the player as well as the parent. It is not the intent of this section to attempt to mandate how an Association manages its Mite Program. The intent is, however, to regulate competition at this level. ***(Emphasis at this level should be on processes rather than outcomes.)*** Please reference MN Hockey Handbook for game limitations. Associations may establish game limits that are smaller than that of MN Hockey, but under no circumstances can they exceed the published limit.

12.0 Fair Play Points

Teams accumulate Fair Play Points, as set forth by Minnesota Hockey, for participating in D5 league games. Should any team lose its 4th Fair Play point in a season, an officially rostered member of the coaching staff from said team must attend the next regular scheduled District 5

meeting immediately following the loss of the 4th fair play point to discuss with the District 5 Executive Board/Officers what can be done to prevent the loss of further points.

Failure to attend the meeting will result in the loss of an additional Fair Play Point.

Should any team lose 6 Fair Play Points, a member of the rostered coaching staff and the Association President must attend the next regular scheduled D5 board meeting immediately following the loss of the 6th point to discuss (1) why the team continues to lose fair play points, (2) what the association/coaching staff has done to avoid losing fair play points, (3) to assess whether the team should be suspended from further District 5 games, and (4) what aid the District can provide to avoid the loss of further fair play points.

APPENDIX I

Game Rescheduling Policy and Procedure

Official game schedule is maintained on the District 5 website (dist5hockey.org). Teams are required to play games as defined by the official district game schedule. It is expected that Association schedulers have taken into account conflicting events which prevent teams from playing scheduled games. Events that are easily anticipated include tournament participation, scrimmages, holidays, and school activities.

However, it is acknowledged that occasions arise where a game requires rescheduling. To reschedule a game the following procedure MUST be followed:

1. Initiating team is to contact their Association's scheduler who will then contact the scheduler representing the opposing team to identify an agreeable date/time for rescheduling. **ALL RESCHEDULING MUST BE COORDINATED THROUGH THE ASSOCIATION ICE SCHEDULER!**
2. An e-mail from the initiating association stating the game number, original date, time and location of the game, along with the agreed upon new date, time, and location, as well as a reason for the request, must be sent to the opposing team contact, both sets of ice schedulers, and to d5leaguecoordinator@gmail.com
3. The opposing team will send a confirmation e-mail of the agreed upon change to d5leaguecoordinator@gmail.com the official district schedule and referee schedule will then be updated. The change is not official until it is posted on the website.
4. A rescheduling fee that follows D-5 policy will be billed to the initiating Association. Exceptions for this fee include games rescheduled due to weather, loss of ice to HS games, school activities, or changes in game time BUT not date.

The following policy applies to rescheduling District 5 league games:

1. Each team is allowed to initiate rescheduling of 1 game during the season.
2. The game rescheduling procedure MUST be completed at least 7 days prior to the original scheduled game date. If the procedure has not been completed in this time frame, the official district schedule will not be updated, and the game is to be played as originally scheduled.
3. The following exceptions negate the 7 day requirement and will not count as an initiated rescheduling: weather cancellations, loss of ice due to HS games or other arena events, and school activities.
4. Teams not participating in an official district schedule will automatically forfeit that game. Forfeiture of a game will result in the team being declared ineligible for participation in any District, Regional, and State playoff games. Additionally, a fine of \$300 will be assessed to the offending Association.
5. Failure to follow the District's Rescheduling policy will result in a \$300 fine.

D-5 Meeting Schedule

All meetings to be held at St. Augusta Legion

<u>Date</u>	<u>Meeting</u>	<u>Time</u>
8/7/2019	Regular D-5 meeting	7:00pm
9/4/2019	<u>Presidents Meeting</u>	6:00pm
9/4/2019	Regular D-5 meeting	7:00pm
10/2/2019	Regular D-5 meeting	7:00pm
11/6/2019	Regular D-5 meeting	7:00pm
12/4/2019	Regular D-5 meeting	7:00pm
1/8/2020	Regular D-5 meeting	7:00pm
2/5/2020	Regular D-5 meeting	7:00pm
3/4/2020	Regular D-5 meeting	7:00pm
4/1/2020	Regular D-5 meeting Dinner and elections	6:00pm