



**SOUTHERN MAINE YOUTH
HOCKEY ASSOCIATION**

2019 – 2020

**PLAYER & PARENT
HANDBOOK**

<http://www.southernmaineyouthhockey.com/>

PO Box 661, Gorham, ME 04038

**Southern Maine Youth Hockey Association
fully supports and endorses the Zero
Tolerance Policy of USA Hockey, Inc.**

Southern Maine Youth Hockey Association

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Welcome to the Southern Maine Youth Hockey Association (SMYHA). SMYHA sincerely hopes you and your player(s) have an enjoyable hockey experience. SMYHA is a nonprofit organization run entirely by volunteers, overseeing both the Huskies Tier IV and the Breakers Tier II and III programs. With approximately 400 players in the organization, it takes a tremendous amount of effort to complete our mission and create an enjoyable hockey experience. Your input, support and volunteer time are greatly appreciated.

ABOUT THE ASSOCIATION

SMYHA is incorporated under the Maine Nonprofit Corporations Act and shall be operated exclusively for charitable, educational, or scientific purposes within the meaning of §501(c)(3) of the U.S. Internal Revenue Code of 1986 (the "Code") as the same may be amended from time to time. Within these purposes, the purposes of the Corporation shall include

- (a) Developing and encouraging sportsmanship among all players and participants for the betterment of their physical, social, and emotional well-being;
- (b) Encouraging, improving, and promoting a higher standard of ice hockey and educating players about the rules and skills of the game;
- (c) Abiding by, promoting, and furthering the goals, objectives, and values of USA Hockey and the Maine Amateur Hockey Association (MEAHA). SMYHA abides by the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules, and decisions effected and promulgated by USA Hockey to the extent not inconsistent with the Corporation's exempt status under the Code.

Our philosophy is straight-forward: **Provide a forum to promote and develop youth ice hockey in Maine. Win or lose**, we help players learn good sportsmanship. Hockey is a contact sport at the Bantam level and above, but through instruction, enforcement of rules through referees, and mandating full protective equipment, we strive to keep the safety and well-being of the players at the forefront.

SMYHA Mission

- To provide an enjoyable hockey experience for the kids;
- To develop and encourage sportsmanship among all players and participants for the betterment of their physical, social, and emotional well-being;
- To educate children as to the rules of and skills of ice hockey;
- To promote, encourage and improve the standard of amateur ice hockey;
- To associate with other ice hockey associations;
- To conduct an amateur ice hockey program by promoting, and furthering the goals, objectives, and values of USA Hockey and the Maine Amateur Hockey Association (MEAHA).

SMYHA Core Values

- ***Sportsmanship*** - Foremost of all values is to learn a sense of fair play, become humble in victory, gracious in defeat. SMYHA's goal is to foster friendship with teammates and fellow athletes alike.
- ***Education*** - Under no circumstances should SMYHA participation take priority over each player's school commitments.
- ***Respect for the Individual*** - Treat all others as you expect to be treated.
- ***Integrity*** - SMYHA seeks to foster honesty and fair play beyond mere strict interpretations of the rules and regulations of the game.
- ***Enjoyment*** - It is important for the hockey experience to be fun, satisfying and rewarding for the participant without an over-emphasis on winning.
- ***Teamwork*** - We value the strength of learning to work together as part of the overall hockey experience.
- ***Pursuit of Excellence at the Individual, Team and Organizational Levels*** - Each member of SMYHA, whether player, parent or volunteer, should perform each aspect of the game to the highest level of their ability.
- ***Loyalty*** - We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.
- ***Safety*** - We strive to provide a safe and healthy environment for all players and volunteers.
- ***Competitiveness*** - An opportunity for those who wish to advance in a more competitive environment to do so.

SMYHA CONTACTS

Board of Directors

The volunteers listed below have been elected or appointed to serve on the Board of Directors. Should you have any questions related to SMYHA matters, please contact your Team Administrator, Coach or any other Board member.

Board Member Listing:	2019-2020 Season	Contact Email
President	Brian McCauley	MCCAULEY@MAINE.RR.COM
Treasurer	Brad LaForest	BRADLEY43@ROADRUNNER.COM
Secretary	Vanessa Howard	RESCUEDGOODS@GMAIL.COM
Registrar	VACANT	
Co-Registrar	Jennie Francheschi	JFRANCESCHI73@HOTMAIL.COM
Breakers Coaching Director	Michael Payne	MICHAEL_PAYNE@HOTMAIL.COM
Breakers Director	Todd Staples	TNSTAPLES@GMAIL.COM
Huskies Coaching Director	Dave Tabone	TABONE79@YAHOO.COM
Huskies Director	Keva Crockett	KEYROB@YAHOO.COM
Equipment Director	Jay Davis	JDAVIS@WHDEMMONS.COM
Director of Beginning Hockey	Jenn Dorsey	JDORSEY04@MAINE.RR.COM
Girls Program Director	Jim Farrenkopf	FARRENKOPF33@HOTMAIL.COM
Girls Coaching Director	Nate Spooner	NATHANASPOONER@GMAIL.COM
Tournament Director	Ryan Griffin	RGRIF524@GMAIL.COM
Communications Director	Alexa Carpenter	ALEXACARPENTER@YMAIL.COM
Director of Sponsors	Sarah Fothergill	SARAHLFOTHERGILL@YAHOO.COM
Website Director	Alexa Carpenter	ALEXACARPENTER@YMAIL.COM
Scheduler-Tier II/III/IV	April Farrenkopf	SMYHASCHEDULER@GMAIL.COM

Who to Contact

Your primary source of immediate and up-to-date information on schedules, games, tournaments, and other Association activities is your Team Administrator or Coach. Of course, you can check out the SMYHA website (www.southernmaineyouthhockey.com) for newsletters, rosters, forms, and other news items. There is also a Facebook page we encourage all families to join. Also, check with your Board representative on Association matters. Please note that individual ice rinks will not have specific SMYHA information. **SMYHA Mailing Address: SMYHA, PO Box 661, Gorham, ME 04038**

Hockey Information Sources

SMYHA website can be found directly through the USA Hockey website, by searching for youth leagues in Maine or entering www.southernmaineyouthhockey.com. Additional information regarding SMYHA, MEAHA, and USA Hockey, Inc. organizations can be accessed by visiting: www.meaha.com (Maine Amateur Hockey Association) or www.usahockey.com.

Administration

The property and affairs of SMYHA are managed by a volunteer Board of Directors pursuant to its Bylaws. The Board is responsible for formulating and administering the policies and the rules of the hockey program, as well as establishing a budget and annual fees. The Board shall be managed by an Executive Committee, which shall include the President, Executive Directors of the Huskies and Breakers, Secretary, and Treasurer.

HOCKEY PROGRAMS

SMYHA is divided into teams according to age groups and skill levels. These skill levels include Competitive Tier II (Travel), Competitive Tier III (Travel), and Competitive Tier IV (House) teams. Depending on skill level, some teams will travel more than others. Tier IV (House) will play most games at USM with occasional games at other organizations near the home District. Tier II (Travel) and Tier III (Travel) teams will play throughout the State with occasional travel to tournaments outside of the State.

Age Group Classifications

Age classifications for the 2019 -2020 seasons are approved by USA Hockey. The classifications listed below were adopted to provide consistency with Canadian youth ice hockey age groupings, and synchronize the youth ice program with USA Hockey's other programs, all of which operate on the calendar year.

Youth Age Category 2019-2020 Season		
Classification	Birth Year	Ages
Midget Major	2001, 2002	17-18
Midget Minor	2003, 2004	15-16
Bantam	2005, 2006	13-14
Pee Wee	2007, 2008	11-12
Squirt	2009, 2010	9-10
Mite	2011	8 or under
Beginning Hockey	1st Time Skaters	All Ages

Girls Age Category 2019-2020 Season		
Classification	Birth Year	Ages
19 or Under	2000, 2001, 2002	17-19
16 or Under	2003, 2004	15-16
14 or Under	2005, 2006	13-14
12 or Under	2007, 2008	11-12
10 or Under	2009, 2010	9-10
8 or Under	2011	8U

NOTE: Players ages are the age of the player on December 31st of the season played. For instance, a player who turns 9 on or before December 31st is a Squirt.

Beginning Hockey

SMYHA offers levels of beginning hockey depending on your player's age and skating ability; **Break the Ice**, **Atoms** and the **Initiation Program**. The goal is to make the hockey experience enjoyable without risking injury, so that your child wants to come back and skate again. While every parent wants to see their child play games and score goals, SMYHA follows the USA Hockey program for proper development of players. This includes a focus on skill development, safety, proper equipment, and cross ice games. The general guidelines for the placement of players are summarized below. However, as in all sports some players may have more advanced skills and can be moved into a more appropriate program based solely on the judgment of the SMYHA instructors. All sessions will be held at the USM rink in Gorham.

Southern Maine Youth Hockey offers a place for all youth ages 4 to 12 the opportunity to learn skating and the game of hockey. Please review the different programs offered; Break the Ice, Atoms and Initiation. Any questions you have should be directed to the Beginning Hockey Director. All programs listed below can be registered online. The fees listed do not include the USA Hockey fee or the MEAHA fee. When you register online you will pay the USA Hockey and MEAHA fee directly and forward the USAH registration to SMYHA.

Break The Ice

Break-the-Ice (BTI) is SMYHA's program for beginning skaters who have a basic skating ability, and can stand and move on the ice without the assistance of a bucket or parent (*or will be able to within 2-3 sessions.*) BTI focuses on further skating abilities. This 10-hour, twice-a-week program is for children who have turned 4 years old by the first ice session. The program is offered in the Fall. Skaters are required to be in full hockey equipment. The group meets twice a week and is focused on skill development and fun-and-games. After completing the BTI program, skaters who are 5 and older can move into the Atoms or Initiation Program at a prorated fee. **Cost:** See SMYHA website.

Atoms

The Atoms program is designed for skaters that are 5 to 7 years old. The goals of this program are to put skaters who have adequate skating and stopping skills on the ice to begin to develop stronger skating skills and an understanding for the game of hockey. Skaters are required to be in full hockey equipment. **Cost:** See SMYHA website. Estimated 30-35 ice sessions.

Initiation

The Initiation program is designed for skaters that are 7 and older. The goal of this program is to put skaters who have adequate skating and stopping skills on the ice to begin to develop stronger skating skills and an understanding for the game of hockey. Skaters are required to be in full hockey equipment. If a skater demonstrates sufficient skills to the instructors **and** the SMYHA roster has openings at the level, your player may become certified to play. The player may then be moved up to join a Tier IV team during the course of the season. **Cost:** See SMYHA website. Estimated 30-35 ice sessions.

Tier IV (House) Program

SMYHA offers Tier IV programs for all divisions from Mites through Midgets based on the age classifications presented above, as well as a U14 and U12 Girls division, in applicable years. The Tier IV program is focused on player development, competition and fun. The goal is not winning, but developing skaters into solid hockey players. The expectation of coaches is equal playing time for all players, provided the players are making the commitment to attend all practice sessions. At the Mite and Squirt level, all players are encouraged to play each position including goalie. It is not until the Pee wee level that SMYHA expects players to settle into one position. The season consists of 40-45 ice sessions including 16-20 games. SMYHA has developed reciprocal arrangements with other local organizations to

provide a competitive local schedule of games.

Mites will play cross ice games. Cross-ice games are being encouraged by USA Hockey for improved skills development and are being adopted by all programs in Maine. All players receive a SMYHA practice jersey that they can keep, as well as game socks. Game jerseys need to be purchased by the individual player at all levels except Mites. See SMYHA website for details on jersey purchasing. Girls who wish to play on an all-girl team must be between the ages of 10-14, and must have completed one year of a beginning hockey program. The Tier IV program fee includes one tournament to be selected by the coaches and/or families.

Regular Season

The SMYHA Tier IV ice hockey season runs from October until March. While SMYHA heartily welcomes all inquiries and has as its goal the intention of involving as many youngsters as possible, a waiting list may have to be created in situations where team rosters are full and there are insufficient numbers of skaters to complete another team. It is important to register before the deadline to assure your player a position on a team.

Team Size

The Board believes that a maximum practical number of players on a team are 16 (three complete offensive and defensive lines plus a goalie). As such, the Board's objective is to place 12-16 qualified players on each team for Squirt and above. At the Mites level, we will be playing 4 on 4 during cross-ice games. SMYHA strives to keep per player fees as low as possible and provide a forum to develop each player's skills as a hockey player.

Scheduled Practices & Games

Each team, within each age classification, will have two regularly scheduled practices and up to one game each week during the season, except for the Thanksgiving and Christmas holidays, when special tournaments may take place. Practices may or may not be at the same time, place and day each week. A schedule will be available online 1-2 weeks prior to the beginning of the month on the SMYHA website. Schedules are subject to changes due to USM college hockey, and other events. Your Team Administrator and/or Coach will be updated accordingly. All practices will be held at USM and/or Troubh Ice Arena. Games will be at the USM Ice Arena or other local arenas.

Extended Play Hockey

SMYHA offers an Extended Play team in a particular division provided there is enough interest to do so. The extended play team will have approximately 20 additional ice sessions (10 practices/10 games) and will be made up of players from each of the Tier IV teams in that division. Games for the extended play team will be scheduled generally within an hour of USM with other programs that offer extended play. Players will be extended invitations to play on the Extended Play team in their division based on age, player rankings from the team selection evaluations and player analysis in the first weeks of the season. The cost for extended play for the 2019-2020 season will be determined at time of team selection.

Tier II & Tier III (Travel) Programs

In addition to offering Tier IV Hockey, SMYHA offers a more competitive Tier II and Tier III program. SMYHA is committed to providing hockey programs at the Tier II and Tier III level each year for Squirt, Peewee, and Bantam age groups. Tier II and Tier III hockey is more 'results oriented' than Tier IV Hockey. Records are kept at the State level for purposes of seeding playoffs. At this level coaches are not required to provide equal playing time for all players. Coaches have the latitude to put stronger players on the ice at critical junctures of the game.

For more information on Tier II & III Hockey in Maine please visit: www.southernmaineyouthhockey.com

Tier II

Tryouts and team selections for Tier II are done each spring. The schedule of games can begin as early as September. Tier II teams are expected to travel and compete against other teams in Maine as well as outside of the state. The teams may also elect as a team to travel to tournaments outside the State. The players and parents should be aware of season travel expenses and be committed to travel to all tournaments. Players are required to purchase home and away uniforms.

Team Size & Cost

The Tier II teams will roster a maximum of 17 players (Squirt, Peewee & Bantam). This full roster allows for 2 goalies, 3 offensive lines and 3 sets of defensemen. Practices will be split, as closely as possible, between USM and Troubh Ice Arena (formerly known as Portland Ice Arena). The cost for Tier II is dependent upon the number of players on each team and number of games played. Specifics regarding the cost of Tier II will be established on an annual basis. The cost for the 2019-2020 season for Squirt, Peewee, and Bantam divisions will be posted on the website (all goalies pay half-tuition) plus USA Hockey, MEAHA registration and jersey purchase.

Tier III

Tryouts and team selections for Tier III are done each spring. While more emphasis will be placed on the competitive nature of Tier III than that of the Tier IV program, player development remains the main focus of the Tier III program. It is anticipated that each team will receive 65-70 hours of ice during the season which will run from approximately the beginning of September to the beginning of March. In keeping with USA Hockey's directive, we will attempt to keep the practice to game ratio as close to 2:1 as possible. Players receive practice jerseys that they can keep. Players are required to purchase home and away uniforms.

Tier III teams are expected to travel and compete against other teams in Maine and in the Seacoast League. The teams may also elect as a team to travel to tournaments outside the State. The players and parents should be aware of season travel expenses and be committed to travel to all tournaments.

Team Size & Cost

The Tier III teams will roster a maximum of 17 players (squirt, peewee & bantam). This full roster allows for 2 goalies, 3 offensive lines and 3 sets of defensemen. The cost for Tier III is dependent upon the number of players on each team and number of games played. Specifics regarding the cost of Tier III will be established on an annual basis. The cost for the 2019-2020 season for all divisions will be posted on the website (goalies pay half-tuition) plus USA Hockey and MEAHA registration.

Midgets

SMYHA has established a Tier II (travel) Midget program for high-school age players, when interest allows. It is SMYHA's intent that the program serves as a supplement to and preconditioning for the high school season, while continuing to maintain competitiveness and skillfulness in its practices and games. Skaters must be at or between the ages of 15-16 for Midget Minors, and 17-18 for Midget Majors. Tryouts and team selection are completed in the Spring, and the season runs from August to November. Players will have approximately 25-30 ice sessions, in addition to a State tournament and one other tournament to be determined by the team. The cost for participating in the Midget program is posted on the website, and will include a practice jersey, a game jersey, and game socks.

PLAYER EVALUATIONS

The SMYHA Board is committed to fair and timely evaluations and placements for the Breakers teams. Teams are selected based on player evaluations which occur in the Spring or Fall, depending on the program. Player selection and team assignments will be as fair as possible and made with the highest regard for each player's emotional and physical well-being to provide the player with an enjoyable, challenging and competitive hockey experience. Each player's time involved with evaluations will generally not exceed 3 hours over a one-week period. No player will be allowed to skate during an evaluation unless they are registered with USAH and their fees are paid in full to SMYHA.

Evaluation Schedule

Player evaluations, as necessary, will be held in October for SMYHA Tier IV to select the final roster positions for each team, and the schedule will be finalized several weeks prior to the start of the hockey season. The SMYHA website will post the evaluation schedule at least two weeks prior to the evaluation's dates and/or by posting on the bulletin board at the USM ice rink. It is also the responsibility of the Board to secure ice time, coaches and evaluators no later than the time of tryout notification.

Drills will be performed in groups by age division. Player evaluations will be conducted by a panel of impartial judges, who will confidentially arrive at a numerical ranking of all players within each age division. Evaluation forms may be used during player tryouts. On-ice assistants may help conduct the drills. No discussion of numerical ranking outside of the evaluation panel is allowed during and following tryouts. Scores from early tryout sessions will be used by the evaluation panel to subdivide the players into scrimmage units within each division for subsequent tryout sessions. Cuts of players may occur after the first, second, and third or final evaluation sessions.

Player evaluation, when necessary, at subsequent sessions will be team oriented, based on scrimmages, and again judged by an impartial panel of evaluators. In certain instances, off-ice sessions may be used. Following evaluations for each respective team, the evaluation panel will select players to be placed on each team. All team selections will be finalized prior to player notification, and all teams will be selected and announced prior to the first season practice. The player selection process by the evaluation panel shall be premised upon selecting the best players available for each age team at each competitive level. The decision of the evaluation panel is final, unless of course the player selected elects to play at a less-competitive level due to financial or other personal reasons.

NOTE: Coaches, assistants and others are expressly prohibited from discussing possible player assignments during this two-week period with anyone outside of their age division evaluation panel. Also, no player or parent shall be given any indication as to possible team assignments prior to team selection after player evaluations are concluded. Those coaches or staff failing to abide by these procedures may be removed from their positions for at least the remainder of the season current with their violation and may be prohibited from further SMYHA participation if additional violations occur.

Team Selection Process

SMYHA will assemble Tier IV teams with equal talent and ability to establish parity across each Tier IV division. The following outlines the process by which Tier IV teams for the Mite, Squirt, Peewee and Bantam divisions will be assembled each year.

- All players may be evaluated in one or two sessions that will allow for skills evaluation and game play evaluation.
- The SMYHA Board will select independent evaluators for each division.

- In the event of evaluations, scores will be collected and compiled by the Coaching and Huskies Executive Director. The Executive Director will utilize the evaluation scores to establish parity. Player selection will continue until all players have been placed on a team.
- A parent or player MAY NOT select a team for which they want to play.
- ALL players participating in a division for the first time, regardless of age, will be considered a player eligible for selection during the team assembly process.
- The Executive Director will evaluate for parity all teams at the completion of the team selection process. The Executive Director will be responsible for final player moves for the sole purpose of parity.

TEAM ADMINISTRATION

Coaches

A coach must complete a coaching application form in order to be considered for a coaching position for SMYHA. SMYHA shall allow parent coaches at any level if the parent coach is the best candidate for the position. Non-parent assistant coaches may be selected by the Head Coach prior to Travel tryouts, and House evaluations, but in no circumstances shall any parent assistant coaches be selected prior to the conclusion of evaluation. Parent co-Head Coaches (two parent head coaches) may be selected prior to pre-season tryouts.

Each team assembled within each age classification shall have a Head Coach and at least one Assistant Coach. Additional on-ice assistants are encouraged to help facilitate proper use of available practice time. Coaches, with approval from the Coaching Director, may from time to time utilize current SMYHA players to assist in teaching new skills to younger or less experienced players. Student coaches must be at least one age level older than the players being coached. Coaches MAY NOT allow other unapproved players not on the team to skate during a practice. ***ABUSE OF THIS PROGRAM WILL BE CAUSE FOR DISCIPLINARY ACTION BY SMYHA BOARD.***

- ***Selection:*** The Head Coach will be appointed by the Coaching Selection Committee and approved by the SMYHA Board. Head Coaches may select their own assistant coaches which are also subject to Board approval. Travel Coaches will be appointed by the Coaching Selection Committee and subject to the approval of the SMYHA Board. Any dispute arising from the selections shall be resolved by the Executive Committee.
- ***Responsibilities:*** The Coach is responsible for all on-ice activities and off-ice training activities of the hockey team for the entire season.
- ***Guidelines:*** The Coach shall: 1) teach hockey skills, 2) treat all players fairly, 3) display sportsmanlike behavior, 4) show respect for officials, 5) provide positive feedback to players, 6) create a positive atmosphere for players, and 7) *never physically or verbally abuse a player.*
- The Coach has a responsibility during games, practices and tournaments to maintain discipline. If players misbehave, the coach has the right to discipline the player (e.g. ranging from lost playing time to suspension). Suspensions shall be reviewed by the Executive Committee. Misbehavior includes, but is not limited to, unsportsmanlike conduct on or off the ice, disrespect of players, coaches, officials or spectators, unconstructive remarks to teammates, unexcused and willful failure to attend or participate fully in team practices, or games and problems related to travel or accommodations. A player's position on a team is a privilege, not a right, and may be revoked at any time (see Player Code of Conduct).

Team Administrators

Each team assembled within each age classification shall have a Team Administrator. SMYHA shall provide a complete information manual for each team Administrator.

Selection: The Team Administrator may be selected by the team or appointed by the Coach. Any disputes arising from the selections shall be resolved by the team.

Responsibilities: The Team Administrator is responsible for all off-ice activities of the hockey team for the entire season. This includes, but is not limited to, the following:

- Distribution of schedules or other information to team members.
- Orders for socks and jerseys, other team apparel, and equipment management, as appropriate.
- Obtaining timekeepers and scorekeepers for all home games.
- Collection of SMYHA registration payments and any other fees due from the Team.

The Team Administrator will be the primary communications link with SMYHA once the season begins and is largely responsible for shaping how players and their parents experience the season. The Team Administrator keeps parents and players apprised of scheduled team events, answers questions, and with the help of a Board representative, sets up the very important introductory parent meeting at the beginning of the season. While the position is obviously a big job, it is also very rewarding.

Player Movement Prior to the Season

USA Hockey strongly discourages, and MEAHA does not allow players to play "up" beyond the 8U age division. It is against USA Hockey policy for a player to play down a division. However, player movement within the 8 and under age classifications will be considered on a case-by-case basis by the Coaching Director, acting under the approval of the Board. In addition, goalie movement may also be allowed at the request of the Board to fill goalie slots not covered by division level players. Requests for player movement must be made IN WRITING to the Coaching Director no later than the **start of the last evaluation**. The Coaching Director shall consider such requests, and if judged appropriate, the player will be instructed to participate in evaluation sessions with the desired age division. Notification of the Director's and/or Board's decision will be made as soon as possible.

Player Movement during the Season

Once team rosters are set, no further changes will be made to the team rosters, except to accommodate disciplinary problems, injury situations, new incoming players during the season, and under certain conditions and procedures described below.

Player movement from one team to another during the season shall adhere to the procedures listed below:

- A request shall be made to the Coaching Director by either the parent or the coach.
- The Coaching Director shall approve or deny the request after consultation with 1) the other coaches potentially involved with or affected by the proposed movement, 2) the parents, 3) the player, and 4) the Board.
- No indication shall be given to the player regarding the potential movement prior to consultation with the above-mentioned parties.

Mid-Season Roster Changes

Presuming roster space is available, qualified players may join SMYHA before **December 10** when rosters are due to the SMYHA Registrar. Competitive team openings may be limited either by number of skaters or USA Hockey/MEAHA roster rules. Players may also decide to leave the team during the season, but their decision should take into consideration that no refunds will be provided unless extenuating circumstances arise which may warrant a partial refund of SMYHA fees paid to date.

REGISTRATION & FEE STRUCTURE

The SMYHA registration process for 2019-2020 shall be conducted through the SMYHA website.

Any registration questions should be directed to the registrar.

Registration Fees

Players' fees will be established annually by the Board of Directors. The Board's policies may vary players' fees according to age group and amount of ice time utilized. However, each player will be charged at approximately the same rate for general and administrative expenses associated with operating the program such as jerseys and socks, referees, USA Hockey registration fees (\$40), MEAHA fee (\$10), and other costs. It is the intent of the Board that only one all-inclusive fee shall be charged to each player each season, which collectively covers the full cost of operating the program. The fees cover ice time, coaches, referees, clinics, tournaments, and various administration expenses. Other registration requirements to note include:

Program	USA Hockey & MEAHA Fee	SMYHA Annual Fee	Ice Sessions
Break the Ice	\$50	See website	10
Atoms / Initiation Program	\$50	See website	30-35
Tier IV (House) Program	\$50	See website	40-45
Tier II Travel Program	\$50	See website	80-90
Tier III Travel Program	\$50	See website	80-90

- Starting in the 2006-07 season, SMYHA began utilizing the online registration process that can be accessed through the SMYHA website. This site enables electronic registration with USA Hockey and MEAHA. Once confirmed, the confirmation email should be sent to SMYHA for SMYHA registration along with SMYHA fee payment. The website contains specific detail on this registration process.
- Any player not paid in full by evaluation night may be prohibited from participating in any further practices or games until full payment is made.
- A \$25 charge for each returned check will be assessed by SMYHA.
- Registrations received after the final registration date will be assessed a \$50 late fee. Late registrations are not guaranteed a roster spot on any SMYHA team. As SMYHA grows demand for ice time grows. SMYHA does not have an unlimited availability of ice time, and eventually may be forced to limit the number of teams. Timely Registration enables us to secure adequate ice time.

Tuition Assistance

Based on fund raising efforts from prior years, SMYHA has a limited ability to offer financial assistance to players in the organization for the 2019 –2020 season. Tuition assistance will be offered based on the organizations ability to fund the request, the family's financial need, the status of the player in the organization, the length of time the player has been in the organization, volunteer efforts, and other extenuating factors. The determination of tuition assistance offers will be made by the Executive Committee. If you or someone you know has not registered with SMYHA because of the cost of tuition, please contact any member of the Board. All requests will be handled in a confidential manner.

Refund Policy

It is the general policy of SMYHA that refunds are not permitted after the season begins. However, the Board recognizes that from time to time extenuating circumstances arise which may justify a partial

refund of SMYHA fees paid to date, such as an injury or a player moving away from the District. All such situations should be presented to the Board Secretary in writing, clearly stating the circumstances and the reasons to support the refund request. The Board will act on the written request at its next regularly scheduled meeting and its decision will be final. In the event of a season-ending injury, a doctor's excuse will be required as supporting documentation to the written refund request.

Registration

REGISTRATION MUST BE COMPLETE BEFORE A PLAYER MAY SKATE. All registrations will be completed online at www.southernmaineyouthhockey.com. Registration includes the completion of a Code of Conduct and a Consent to Treat, both of which may be downloaded during the registration process. These forms will need to be presented to the player's Team Administrator at the first scheduled practice. Although not required at registration, the Team Administrator will also need a copy of each player's birth certificate, if not provided in a prior season.

TEAM APPAREL & EQUIPMENT

Team Apparel

The Head Coach will be responsible for coordinating with the Equipment Director for receiving and distributing the practice jerseys, game jerseys and socks. Apparel items such as warm-ups, jackets, shirts, caps, and other assorted items will also be available for order and should be handled by the Team Administrator. Most of this apparel will be available at select times throughout the season. Anyone interested in placing orders should contact the Equipment Director for more information.

Coaches Equipment

Coaches will be assigned a coaches bag including 15 pucks (blue for the Mite teams), medical kit, and coaches board. These must be returned to the Equipment Director at the end of the season. Pucks, cones and pinnies will be placed in the SMYHA locker at USM and be the collective responsibility of all SMYHA players and coaches. SMYHA does not have an unlimited budget for these items so please be careful about returning the borrowed equipment and locking the SMYHA locker when your practice session is over.

Required Equipment

SMYHA strives for all players and coaches to be dressed safely and appropriately. The required equipment is listed below:

- Hockey stick, skates, pants, gloves, socks, and practice hockey jersey.
- HECC-certified hockey helmet with full-face mask (wire cage or clear shield) that is not expired and mouth guard.
- Shoulder pads, elbow pads, shin guards, and athletic supporter/cup.
- Added equipment for goalies includes goalie mask, chest pads with arm protection, glove or trapper, blocker, and leg pads which will be provided by SMYHA at the Mite and Squirt level.
- Neck guard (roll or bib type) is required for all Mites and Squirts, and is recommended for all.

Note: The use of pads or protectors made of metal, or of any material likely to cause injury to a player is prohibited. Casts or splints (even padded) made of hard or unyielding materials is also prohibited.

All equipment must be worn at both practice and games. A player will not be allowed to skate without full equipment. The entire team may be suspended as a result of a single player's failure to follow this rule for practice or a game. Please, note: Your USA Hockey Insurance becomes VOID if

the above rules are not followed.

Where To Get Equipment

Numerous places exist in the Greater Portland area to buy new and used ice hockey equipment. Many online websites and mail-order catalogs also exist. ***Please note that street hockey equipment is not safe for ice hockey and is NOT allowed by USA Hockey or SMYHA.***

- Play It Again Sports, (713-944-4000)
- Dick's Sporting Goods Maine Mall Road, South Portland
- SMYHA has created an equipment swap Facebook page, SMYHA – Equipment Swap. Please visit the page to see what other SMYHA families are looking to buy or sell.

GENERAL ASSOCIATION INFORMATION

Location and Schedule of Practices and Local Games

The SMYHA home rink is the USM Ice Arena in Gorham Maine, where we hold most of the practices, and Troubh Ice Arena in Portland (formerly known as Portland Ice Arena). Generally, weekday practices occur between 5 p.m. and 9 p.m., whereas weekend practices and games begin around 7 a.m. and conclude by 9 p.m. SMYHA attempts to schedule practices so that each team has a fair number of early and late games and consistent practice times. The SMYHA Scheduler will periodically provide schedule updates and post them on the SMYHA website. Because of limited ice in the Portland area, requests for specific times cannot be honored. Not every team will end up with their ideal practice or game time. The Scheduler shall communicate any schedule updates to each Team Administrator who in turn will convey the changed schedule to their respective team. If a particular practice conflict exists for a team, the Team Administrator should swap their practice slot with another team.

SMYHA purchases blocks of ice during the week from which the practices and games are scheduled. Each session will run approximately 55 minutes to 1 hour. Depending on the day of the week, your team may have a 55-minute game, allowing time for the Zamboni to resurface the ice. Depending on the level of play on the ice, resurfacing may not occur between every practice. To get the most out of the ice time, coaches try to conduct locker room practice reviews. Please be sure to have your player dressed and ready to skate at least 20 minutes prior to practice time.

Coaches Clinics

SMYHA requires qualified coaches. With the growth of youth ice hockey, one of the biggest challenges is to provide qualified coaches to help our kids learn and grow in the sport. Coaching clinics are held periodically by MEAHA. Individuals who are interested in being a coach, assistant coach or team (bench) manager are urged to take part in one of these day-long programs. USA Hockey requires Associate level certification of all coaches, assistants and team (bench) managers. This means that any person who goes on the ice or bench to help will be required to have an Associate coach's certificate. SMYHA requires all coaches to have at least the Associate Level certification. Anyone interested in becoming a coach for SMYHA should contact the Coaching Directors for further information. All coaches must be registered with USA Hockey, and all assistant or bench coaches should be identified to the SMYHA Registrar. It is SMYHA's policy to reimburse coaches for USA Hockey Coaching Clinics (Level 1, 2 and 3) and their USA Hockey Registration, upon request.

Referees Clinic

SMYHA also needs qualified referees. Clinics are held periodically for people ages 12 through adult who are interested in obtaining certification as a USA Hockey official. If interested, you should visit the

SMYHA website to express your interest to the referee director in getting certified as a referee.

Board Meetings

Monthly board meetings are held and are open to the public. Meetings are typically held in the conference room overlooking the ice at the USM arena or at the Gorham Recreation Center. Please contact the organization secretary to confirm location and timing if you are interested in attending.

Insurance

Upon registration and payment of dues, the player will be automatically covered by supplemental general liability and catastrophic injury insurance provided through USA Hockey, Inc. Your personal insurance carrier shall remain primary.

Sponsorships

Gifts made annually by foundations, corporations, and individuals help to maintain existing programs and develop new avenues to improve our overall program. The Sponsorship Program is a good communicator of goals and priorities. It offers an opportunity for donors to indicate their interest and support in SMYHA and its various programs. It also provides an opportunity to thank donors, show appreciation and gratitude, and bring them closer to understanding SMYHA's goals and priorities. Opportunities for corporate partnerships and/or sponsorships through "cause marketing" and financial support with the SMYHA are evaluated and approved by the Board.

REGULATIONS, SUSPENSIONS AND APPEALS

Zero Tolerance Policy

SMYHA fully supports and endorses the **Zero Tolerance Policy** of USA Hockey, Inc. as listed below. This policy and all current USA Hockey rules pertaining to players, coaches, and parents can be viewed by visiting <http://www.usahockeyrulebook.com/page/show/1015130-zero-tolerance-policy>.

Players: A minor penalty for unsportsmanlike conduct (Zero Tolerance) will be assessed when a player:

- Openly disputes or argues any decision by an official.
- Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
- Visually demonstrates any sign of dissatisfaction with an official's decision. Any time that a player persists in any such action, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

Coaches: A minor penalty for unsportsmanlike conduct (Zero Tolerance) will be assessed when a coach:

- Openly and abusively disputes or argues any decision by an official.
- Uses obscene or vulgar language in a boisterous manner to anyone at any time.
- Visually displays any sign of dissatisfaction with an official's decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators. Any time that a coach persists in any of these actions, they shall be assessed a game misconduct penalty.

Officials: Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or other coaches are strictly prohibited.

Spectators: The game will be stopped by on-ice officials when the spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. Rink management

also has the right to expel abusive spectators from their facility. The on-ice officials will identify violators to the coaches for the purpose of removing 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. This behavior may include:

- Use of obscene or vulgar language in a boisterous manner to anyone at any time.
- Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
- Throwing of any object in the spectators viewing area, players' bench, penalty box or on-ice surface, directed in any manner so as to create a safety hazard.

SMYHA holds each member of the Association and their families responsible for self-policing the conduct, both on and off the ice, of themselves, the coaches, players, teams, spectators and parents at sanctioned events, including all games, practices and associated activities, such as travel, whether within or outside of the SMYHA or MEAHA. SMYHA reserves the right to have any person who causes a disturbance removed from the playing area and to impose such sanctions as are deemed advisable by the Disciplinary Committee, including suspension. A spectator who receives more than **three** warnings and/or suspensions in the same season for poor conduct may be barred from attending any SMYHA event for a period of one year, or until resolution of the matter is deemed satisfactory by the SMYHA.

Players' Code of Conduct

The SMYHA holds each member player responsible for his/her conduct, both on and off the ice, at sanctioned events, including all games, practices and associated activities, such as travel, whether within or outside of the MEAHA. SMYHA reserves the right to have any player who causes or participates in a fight, on or off the ice, destroys or defaces public property, violates the Association drug, tobacco and alcohol policy or causes or participates in other unsportsmanlike behavior related to any Association function, removed from the playing area and/or arena and to impose such sanctions as are deemed advisable by the Disciplinary Committee of the Association, including suspension. Coaches have initial authority to take appropriate immediate action. The Players' Code of Conduct from USA Hockey is provided below:

- Play for fun, but work hard to improve your skills.
- Be a team player - get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time for practices and games.
- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, your parents, opponents and officials.
- Never argue with the decision of an official.

In addition, a coach may suspend a player from participating in practices, scrimmages or games for poor conduct, defined as "any conduct deemed inappropriate by the coach" including but not limited to:

- Poor attendance: Missing 2 consecutive **unexcused** practices or games.
- Non-participation in team practices (showing outward disrespect to coaches or teammates, declining to fully participate in team drills, scrimmages or games).
- Inappropriate behavior before, during or after practice, scrimmages or games - vulgar language, throwing of equipment, obscene gestures, kicking trash cans, showing outward disrespect toward coaches, parents or players, taunting or criticizing teammates, other players or spectators.
- Poor behavior on or off the ice at any SMYHA event including the time before, during or after

practice, scrimmage, games or travel - including disregard of the Zero Tolerance Policy.

A coach, at their discretion, may suspend a player from a **future** practice, scrimmage or game or any other SMYHA event if any of the following conditions are met:

- The player's conduct violates any of the aforesaid rules or regulations.
- The coach notifies the appropriate Coaching Director.
- A parent/guardian of the player is notified at least 48 hours prior to the event.

All suspensions will be reviewed by the Disciplinary Committee.

A player who receives more than **three** suspensions in the same season for poor conduct may be barred from participation in the SMYHA for a period of one year, or until resolution of the matter is deemed satisfactory by SMYHA. Unsportsmanlike behavior, such as the banging of sticks on the glass, net or boards to express displeasure will not be tolerated, and referees will be encouraged to enforce a minor penalty for such behavior. Disciplinary action applied by the coach will be supported by the Board. In addition, any player shall also serve one-game suspensions in addition to any penalties assessed by USA Hockey for the actions listed below. Any player who receives more than three game misconduct, gross misconduct, or match penalties in any combination during the same season shall be suspended for the remainder of the current season. Any player suspended under these rules shall be required to petition the SMYHA Board for reinstatement. Any team that permits a suspended player to return in any active capacity before reinstatement shall be subject to disciplinary measures as determined by the SMYHA Board.

- A player who persists in any course of conduct for which he/she has previously been assessed a misconduct penalty shall be assessed a game misconduct penalty according to USA Hockey.
- A player who deliberately inflicts physical harm to a game official or injures a player or other team official in any manner or attempts to do so shall be assessed a match penalty according to USA Hockey.
- A player who behaves in any manner that is critically detrimental to the conduct of the game, including spitting at an opponent, spectator, game or team official, or verbally threatens a game official with physical harm shall be assessed a match penalty according to USA Hockey.

Head Coach Responsibilities

The Head Coach, or acting head coach of each team, shall be held responsible for the conduct of the members and team officials of his team both on and off the ice immediately before, during and after any SMYHA or USA Hockey sanctioned event, including but not limited to practices, scrimmages, games and travel. The head coach or acting head coach or any team member or team official involved in any disruptive or unsportsmanlike incident may be called to account for the actions of any such team member or team official and may be subject to disciplinary measures by the SMYHA Disciplinary Committee.

- This responsibility shall specifically include any action by any team member or team official that results in damage to any ice arena facility, or other facilities such as hotels, airports, airplanes, etc.
- The Head Coach and Team Administrator of the team deemed responsible for the facility damage may be held financially liable, depending upon the circumstances, and may be subject to suspension from participating in any SMYHA, MEAHA or USA Hockey sanctioned games. Any person found to have caused, or been a party to, such damage shall be required to pay the reasonable costs of repairing any such damage. Failure to pay for such damage may result in permanent suspension

from any SMYHA sanctioned activities.

Team Officials

Any team official shall also serve one-game suspensions in addition to any penalties assessed by USA Hockey for the actions listed below. Any team official who receives more than **three** game misconduct, gross misconduct or match penalties in any combination during the same season shall be suspended for the remainder of the current season.

- A team official who uses obscene gestures, or racial/ethnic slurs, on the ice or anywhere in the rink before, during or after the game shall be assessed a game misconduct penalty according to USA Hockey.
- A team official who persists in any course of conduct for which he/she has previously been assessed a bench minor shall be assessed a game misconduct penalty according to USA Hockey.
- A team official who deliberately inflicts physical harm to a game official or injures a player or other team official in any manner or attempts to do so shall be assessed a match penalty according to USA Hockey.
- A team official who behaves in any manner that is critically detrimental to the conduct of the game, including spitting at an opponent, spectator, game or team official, or verbally threatens a game official with physical harm shall be assessed a match penalty according to USA Hockey.

Unpermitted Entry into Officials' Dressing Room

Any team official or player who enters the officials' dressing room without permission after a game to either protest the decision of or threaten any official in any way shall be suspended for a recommended minimum of 10 games.

Supplementary Discipline

In addition to the suspensions imposed under the above rules, the SMYHA Disciplinary Committee at its discretion may, at the conclusion of a game, investigate any incident that occurs in connection with any game and may assess additional suspensions for any offense committed before, during, or after a game thereof by a spectator, parent, player, team or Association official, whether or not such offense has been penalized by the referee.

Suspensions imposed during a state, district, or regional play-off or national championship must be served during that same playoff or championship. If the length of suspension carries beyond that playoff for an advancing team, the Disciplinary Committee shall be the sole authority in determining the eligibility of the individual(s).

Consumption/Use/Abuse of Alcohol and Drugs

In support of USA Hockey and its Consumption/Use/Abuse of Mood-Altering Substances Policy, SMYHA prohibits the use of these substances by any participant during active participation in any sanctioned event (i.e. during and between games, during scrimmages or practices, etc.). Upon discovery of any violation, SMYHA shall suspend the participant for a minimum of thirty days. For the purpose of this policy, the words "alcohol, drugs and tobacco" shall include the following:

- Intoxicating beverages, including, but not limited to, alcohol;
- Non-prescription or prescribed controlled substances;
- Prescription or prescribed controlled substances when used to an excess in violation of doctor's orders, or to produce the state of intoxication in the participant.

A participant shall include players, coaches, referees and all persons involved in the conduct of an ice

hockey event. Any participant assessed a suspension under this rule shall have the right to appeal.

Ineligible Players

Any SMYHA team using an ineligible player(s) shall forfeit all league games in which such player(s) participated. An ineligible player shall include one who is not properly registered with USA Hockey or not properly rostered on a SMYHA team.

Parents' Code of Conduct

Parental support for youth sports is very important, especially youth ice hockey. The SMYHA Board would like to provide the reminders listed below as you approach your child before, during, and after any SMYHA event.

- Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it fun.
- ***Resist the urge to "coach" your player, especially on the way to or from the game or practice.***
- Never yell at or physically abuse your player after a game or practice ~ it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Encourage your child to play by the rules. Children learn best by example, so applaud good play of both teams.
- Do not embarrass your child by yelling at players, coaches, or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Study and understand the rules of the game, and support the officials and coaches on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in victory and in defeat and enforce the positive points of the game.
- Recognize the importance of volunteer coaches. They are important to the development of your player and the sport. Communicate with them in a positive manner and support them.
- Do not complain to the coaches regarding coaching matters for at least 24 hours after practices, scrimmages, or games.

Hearing Before the Board

Any person accused of a violation of these policies is entitled to a timely hearing before the Disciplinary Committee of the Board of the SMYHA not more than 14 days following the incident at which the alleged violation took place. The accused person shall be given at least seven days' notice of the time of the hearing and be allowed to speak on his/her own behalf and to present others to speak on their behalf if so desired. Decisions of the Disciplinary Committee will be final, pending approval of a quorum of the Board at the next regularly scheduled or special meeting of the SMYHA Board. The hearing rules provided below will be strictly adhered to:

- The Disciplinary Committee (Committee) Chairperson or the President of SMYHA will convene the hearing which will be conducted in "closed session." Members of the Committee and persons specifically directed or invited to attend will be permitted in the hearing room.
- The Chairperson will distribute any written material concerning the matter to all persons present; introduce all persons present, and give a brief verbal summary of the purpose of the hearing.
- The Chairperson shall call upon each person present to give a verbal presentation of the matter. The members of the Committee may question each person in turn. If the matter involves a SMYHA official, the officiating referee will be the first person to address the Committee. Only Committee members will question any person appearing at the hearing or make any comments during the presentations to the Committee.

- The Chairperson will excuse each person when the Committee is satisfied that all of the relevant facts available from the individual have been presented. The Chairperson may dismiss or remove from the hearing room anyone who violates this rule and may suspend the hearing if the violation continues. If a person makes it impossible to continue the hearing in an orderly manner, the Chairperson may impose disciplinary action on those individuals.
- In the event that any person directed or invited to attend the hearing chooses not to appear, the Chairperson will conduct the hearing as scheduled, considering the reports in hand and those given by the persons in attendance. No inference will be drawn from such failure to appear. However, any person failing to appear as directed without having been specifically excused by the Chairperson forfeits all rights to appeal the decision of the Committee.
- Upon completion of all presentations, the Committee will meet in a closed "executive session" to review and consider the matter. The decision of the Committee will be immediately reported to the persons involved by the Chairperson, followed by written confirmation.

Appeals

Any person, who chooses to appeal a decision of the SMYHA Board, may do so to MEAHA, in writing, by certified mail, with a copy to the SMYHA Board, no more than 10 days following the final SMYHA Board ruling. The written notification of appeal must include all pertinent information about the matter in question and clearly specify what is being appealed. The person filing the appeal must certify that all avenues of appeal of the matter in question have been exhausted within their association.

Having exhausted all avenues of appeal within the SMYHA or MEAHA, a person may appeal to the Legal Council Committee of USA Hockey, Inc., following the strict guidelines which *may* be found in the Annual Guide of USA Hockey, published each year and available upon request from either SMYHA or MEAHA.

It should be noted that it is the specific purpose of USA Hockey to provide for an efficient, orderly and uniform method of resolving all disputes which utilizes the specific skills, expertise and background of people experienced in hockey and sports administration matters. It is further the purpose of USA Hockey to provide an administrative procedure that is a full and complete substitute for any court proceedings. Any action, regardless of intent, which may have the effect of avoiding or impairing any aspect of the dispute resolution procedure, and specifically including any action in resorting to a court opinion other than as established in this procedure, is prohibited and shall be grounds for immediate suspension by USA Hockey and the appropriate governing body, of all parties, persons or entities participating in or aiding such action.

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