



Apple Valley – Burnsville Hockey  
Association  
Member Handbook

May 2024

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## Article I. Mission Statement

The mission of the Apple Valley – Burnsville Hockey Association is to create a fun, fair and safe hockey environment that develops respect for others, self-confidence, leadership, competitiveness and teamwork in our student athletes.

*We will strive to provide the best competition at all levels while maintaining the highest degree of sportsmanship.*



## Article II. General Overview

### Section II.01 Apple Valley - Burnsville Hockey Association Structure

Apple Valley – Burnsville Hockey Association is a member of [Minnesota District 8 Hockey](#), and accordingly follows the rules and procedures of the District, [Minnesota Hockey](#), and [USA Hockey](#).

The Association is governed by a **Board of Directors** consisting of 16 directors, which includes four officers who make up the **Executive Board**: President, Vice President, Secretary and Treasurer. AVBHA also has a Gambling Manager, who is a voting member of the Board and a paid employee of the Association, as mandated by the State of Minnesota. The Directors are elected to three-year terms by member elections held in March. Officers are elected for one-year terms by the Directors, at the March Board of Directors meeting.

The Board of Directors holds regular meetings at 7:00 PM on the second Wednesday of each month, throughout the year. An additional meeting is held on the fourth Wednesday during the months of May, June, July, August and September. The general membership is welcome to visit the meetings and may bring up items to the Board during the open microphone time on the agenda.

Open microphone is available during the first 10 minutes of the meeting, after which the Board will move to scheduled agenda items. Members who wish to be added to the open microphone agenda must email the AVBHA President no later than 4:00 PM on the day of the meeting.

Board meeting and location information is posted to the [AVBHA website](#).

### Section II.02 Hockey Development Committee (HDC)

The Hockey Development Committee (HDC) is designated by AVBHA as the advisory body that oversees the process by which we train and develop hockey players from their first time on the ice through their last year of Association hockey.

The Board feels strongly that a committee approach, made up of experienced, knowledgeable hockey people, is the most effective way to guide this process. The committee is composed of a Chairperson(s) and selected additional tenured hockey members from the community. Together, the people on this committee represent both playing and coaching experience at all levels of hockey.

The HDC reports to and is appointed by the Executive Board on an annual basis. The HDC responsibilities include:

- Developing and implementing a scope and sequence for training players
  - What skills, strategies, etc. are taught at each level
  - Appointing Player Development Coordinators (PDCs)
  - Work closely with coaches at each level to ensure they have adequate resources and are implementing AVBHA's development model
    - Requires Executive Board approval
- Selecting and training coaches
- Recommending training facilities, training programs and running in-season skill clinics

- Managing off-season training clinics
- Appointing a member to act as AVBHA’s Director of Hockey
  - Interfaces with District 8 on development-related issues and ideas
  - Requires Executive Board approval
- Recommending team level designations and team sizes
  - Requires Board approval

### Section II.03 Membership

**Membership in AVBHA is on a per family basis**, regardless of the number of players in the family. Membership is automatic at registration. In accordance with the AVBHA Bylaws, membership entitles each family to one vote in elections. Registration for the regular season provides Association membership from September 1 through August 31 of a calendar year.

### Section II.04 Playing Divisions

AVBHA playing divisions (set by Minnesota Hockey) are determined by the age of the players, as of June 30, in the year the season starts according to the following table:

<b>BOYS</b>			
Division	Typical Age Range	Typical Grade Level	Traveling Status
Mini-Mites	6 and under	Pre-K to 1st	In-House*
Mites	6 to 9	2nd to 3rd	In-House*
Squirts	9 to 11	4th to 5th	Travel
PeeWee	11 to 13	6th to 7th	Travel
Bantam	13 to 15	8th to 9th	Travel
Junior Gold	15 and up	10th and up	Travel
<b>GIRLS</b>			
Division	Typical Age Range	Typical Grade Level	Traveling Status
Mites	9 and under	Pre-K to 3rd	In-House*
10U	9 to 10	4th to 5th	Travel
12U	11 to 12	6th to 7th	Travel
15U	13 to 15	8th to 9th	Travel

\*Optional Mite Plus/8U program offers traveling hockey to second year players

### Section II.05 Association Communication

Association communication is delivered via email, the Apple Valley – Burnsville Hockey Association website, and social media accounts. To ensure you are receiving all communications, members are encouraged to visit the website often, opt-in to receive Association emails and subscribe to our social media accounts on Twitter, Facebook, and Instagram.

## Section II.06 Mandatory Parent Meetings

Mandatory parent meetings are scheduled prior to the season starting. Notices are posted on our website and social media accounts. Parents should make every effort to attend the meeting. Presentations used during the meeting will be posted on our website afterwards.

## Article III. Registration and Costs

### Section III.01 Registration

Registration is available through our website. If in-person registration is necessary, families must make arrangements through the AVBHA Registrar. The dates for registration and registration fees will be published on our website.

Registration fees are paid at the time of registration. Costs for traveling team tryouts are included in the registration fees. Registrations for Squirt, Peewee, Bantam, 10U, 12U, and 15U levels are usually held during August and September. Mite registration usually begins in September and continues until early December. Jr Gold and 16U registration will be held in November.

Additional fees such as ice bills and team dues are collected throughout the season and vary per team.

For registration questions, including late registration, contact the Association Registrar at [registration@applevalleyhockey.com](mailto:registration@applevalleyhockey.com).

### Section III.02 Requirements

Apple Valley – Burnsville Hockey Association is limited to boys and girls residing within the boundaries of the Apple Valley High School and Burnsville High School attendance areas. Prior to registering, parents may check their child's assigned school by using the [ISD 196 SchoolSearch](#) or the [ISD 191 School Boundary Search](#). Players may participate in other hockey Associations based on school attendance or other circumstances. Please see AVBHA's waiver policy.

In addition to registering with AVBHA, each player and coach must register with USA Hockey. USA Hockey registration and AVBHA registration must be completed prior to your child participating in AVBHA activities. All AVBHA players must have a copy of their Government Issued Birth Certificate on file with the Association Registrar. The required forms and birth certificate copies (first year players only) may be turned in at any parents meeting, by emailing [registrar@applevalleyhockey.com](mailto:registrar@applevalleyhockey.com) or by regular mail to:

AVBHA Attn: Registrar  
P.O. Box 240504  
Apple Valley, MN 55124

### Section III.03 Waivers

AVBHA considers waivers for players leaving or coming into our Association in accordance with Minnesota Hockey and District 8 policy. Details of the participation policy can be found in section 4 of the MN Hockey Handbook. Waivers must be signed by the AVBHA President.

It is the policy of AVBHA to deny Outbound Discretionary Waivers with the exception of:

- Ninth grade players that are not attending AVHS or BHS. A conditional waiver will be issued to the player to participate in the association whose boundaries include the location of the high school the player attends. This waiver is conditional based on attendance of the school during their entire ninth grade school year.

### Section III.04 Mite and 8U Team Financial Responsibilities

Most AVBHA mite teams are in-house (non-traveling) teams. Registration fees cover a portion of the normal ice activities. Non-traveling mite teams are prohibited from playing in any games, scrimmages, or practices with teams outside of our association. AVBHA also offers a Mite Plus program, which participates in games or scrimmages with other mite teams within District 8. Mite Plus teams are self-supporting and have financial responsibilities similar to traveling teams for costs beyond participation in the in-house program. Minnesota Hockey rules prohibit 8U teams from playing any team outside their district in any game, practice, or scrimmage without permission of the District 8 director. Mite Plus teams are not permitted to participate in any games, scrimmages, tournaments or jamborees outside of District 8 without advance permission of the District 8 director.

### Section III.05 Traveling Team Financial Responsibilities

Squirt and 10U teams and above are traveling teams and will play a District 8 league schedule. Traveling teams are self-supporting. Each family is responsible for paying their proportional share of the team costs. Ice fees are paid online or to the AVBHA treasurer. Payments are based on the team statement of approximate costs, provided to the team managers by the Treasurer. The final payments may vary depending on the actual costs the teams incur. It is important for families to remain current in their payments. If a family becomes more than 30 days past due, the player may be unable to participate until payments are current or a payment plan has been established. At the end of the season, traveling team families must be paid-up or they will be unable to register for AVBHA hockey for the following year until their account is settled.

Collection action may be taken for unpaid balances at the end of the season. The travel team manager is responsible for collecting payments from the families for other team expenses.

### Section III.06 Refunds

Refunds will be given for AVBHA registration fees, if written notice is given to the Treasurer prior to participation in clinic and or tryout sessions at the beginning of the season. Additionally, if a player makes the high school team, experiences a season ending injury, or moves out of the area, player expenses will be prorated based on their end date. All other refunds must have

AVBHA Board approval. USA hockey and Minnesota hockey registration fees are not collected by, nor refundable by AVBHA.

## **Article IV. Finances**

### **Section IV.01 AVBHA Goals**

The goal of AVBHA is to provide the best program at a reasonable cost to participants. The Association is a non-profit organization. Financing comes from registration fees, team fees, and fundraisers. In addition, AVBHA also receives revenue from legal pull-tab gambling and sponsorships.

### **Section IV.02 Financial Support (Scholarships)**

Families in need of scholarship assistance and/or alternative payment arrangements are required to submit an application to the President or Treasurer of the Association. Application forms are available on our website. Such applications are confidentially reviewed by the Executive Board and one additional Board member without check writing authority.

Alternative payment arrangements and/or financial support/scholarship assistance may be provided to fund player ice costs on a case-by-case basis, upon approval of the Board. Families granted financial support/scholarships are expected to volunteer within the association above and beyond the volunteer and fundraising activities required of all member families.

### **Section IV.03 Volunteer Responsibilities and Fundraising**

Volunteers are the lifeblood of the Apple Valley – Burnsville Hockey Association. Without each family contributing time to fill the many volunteer hours available, AVBHA could not function. Our volunteer hours keep hockey affordable for everyone. We greatly appreciate the work that everyone does to help make our children's hockey experience a positive and enjoyable one and to make the AVBHA program successful.

Each family is required to complete a specific number of hours each year, the hours may change from year to year. AVBHA uses the online "DIBS" system to manage volunteer time. Requirements and further information are available on our [volunteer website](#).

### **Section IV.04 Insurance**

Prior to registering with AVBHA each season, players are required to register with USA Hockey and MN Hockey. USA Hockey provides registered players with secondary insurance. For more information on the coverage or for claim forms, contact [USA Hockey](#).

## **Article V. Clinics**

Any AVBHA-sponsored activities require Board approval.

AVBHA may sponsor clinics in which participation is optional and may have an additional cost. Registration for these clinics may be restricted to AVBHA members.

The annual season registration and fees includes pre-tryout clinics and the try-outs.

## Article VI. Equipment and Uniforms

All players on AVBHA teams are required to wear protective equipment during all games and practices as required by USA Hockey, Minnesota Hockey or District 8.

Neck guards are optional equipment under Minnesota Hockey/District 8 rule. The player and their parents are responsible for providing and for wearing neck protection.

### Section VI.01 Jerseys and Socks

Traveling team players are provided with one set of home and away team game jerseys and socks at no charge. New socks are provided each year. Game jerseys and socks are only for game use by AVBHA teams; they are not to be worn for practices. The players are responsible for maintaining their jersey in an acceptable condition. Use of a garment bag is recommended since the jerseys will be used by the player for multiple seasons.

Replacement cost of any jersey for any reason, including a player outgrowing their issued jersey, will be the sole responsibility of the player. The decision regarding whether or not a jersey needs to be replaced is at the sole discretion of the player's coach.

#### (a) Alternate Jerseys and Socks

**Alternate or "third option" jerseys and socks must be pre-approved by the Board prior to purchase.** The cost of alternate jerseys and socks are the responsibility of the individual team. Unapproved jerseys may not be worn during games, scrimmages, or tournaments.

### Section VI.02 Goalie Equipment

AVBHA maintains an inventory of goalie equipment. Goalie equipment must be checked out from the AVBHA Goalie Coordinator at the beginning of the season and checked back in at the end of the season. Goalie equipment may be rented for use during the off season upon availability. Contact the Goalie Coordinator listed on the AVBHA website for more information.

Goalies on Squirt, Mite Plus and Girls 10U teams are provided with leg pads, a chest protector, blocker and catching glove. Some additional equipment (such as knee pads) may also be available. Mite in-house coaches are provided with quick-change goalie equipment and a stick.

Outgoing goalies will be allowed to keep their last set of gear if playing at the AVBHA High School or AVBHA-approved Junior Gold level.

(a) Goalie Equipment Stipend

AVBHA may offer a goalie equipment stipend program for PeeWee/12U and up goalies. The stipend program must be approved by the Board. The stipend may cover the cost of leg pads, chest protector, blocker and catching glove.

Goalies eligible for this stipend must adhere to the following requirements:

- Attend the designated goalie equipment fitting day specified by AVBHA
- Agree to donate equipment being replaced to AVBHA
  - Donation is required regardless of who purchased the goalie gear
  - Goalie Coordinator will make the determination of what gear is retained and what is returned to the player
- All equipment purchased through the goalie stipend is the property of AVBHA
  - Players who do not return equipment will be required to pay a prorated replacement cost

## Article VII. Policies

The following policies are designed to provide clarity and transparency regarding the processes used by the Association. Members should be familiar with AVBHA policies.

### Section VII.01 Level of Play Move-Up

The AVBHA Board of Directors believes that players should play on teams as defined by the MN Hockey age groups. While some players may be more advanced at a particular age, the overall development of the player socially and competitively is best served by having them progress normally through the age levels. The Board does recognize that there may be some exceptions to this policy and reserves the right to allow a player to move to a higher level than is determined by the player's age. All move-up requests must follow AVBHA policies.

(a) Eligibility

The Move-Up Policy only applies to players who would be moving up to a traveling level Squirt/10U and higher. Additionally, this policy only applies to levels where AVBHA hosts a team. For example, if AVBHA does not host a 15U team, a 12U player is not eligible to move-up.

The AVBHA board has the authority to invite players up to the next level to fill out a team when enrollment numbers dictate.

(b) Grade-Up Policy

The Grade-Up Policy allows players who are young for their grade to play at a higher level with their classmates. Grade-Up requests must notify the level coordinator at the time of registration. These requests will be addressed on a case-by-case basis and will be granted based on Board review and approval. The Association reserves the right to make this decision any time prior to the first tryout date.

### (c) Play-Up Policy

The Play-Up Policy exists to allow players who are competing at a very high level to have an opportunity to play for a higher-level team which their age or grade level would normally not permit.

**All requests for a player to play-up must be submitted to the AVBHA President in writing with signature of parent or legal guardian before August 1<sup>st</sup>.** The President reserves the right to accept play-up requests after the deadline. The President will seek advice from one or more of the player's past coach(s) and Hockey Development Committee members. The play-up request and recommendation information will be brought to the AVBHA Board by the President.

The AVBHA Board will consider the play-up request and recommendation information. With President approval, a player will participate in the clinics and tryouts for the higher-level team.

In order to be placed on a higher-level team under the play-up policy:

- Skaters must finish tryouts ranked within the top 75% of the expected 'A' team roster size for the older age group
  - For example, if the 'A' team has 13 skaters and 2 goalies, the player must finish ranked in the top 11 skaters
- Goalies must finish tryouts as the top-ranking goalie in the older age group

If the above rankings are not achieved in tryouts, the player will be placed or tryout for a team at their current level. A player achieving a play-up may not revert to a lower level after being placed on a team.

### Section VII.02 Practice-Up Policy

The Practice-Up policy ensures players attend practices that benefit their development based on their skill level. Any traveling player looking to participate in a team's practice for which they are not rostered on must comply with the following requirements:

- Within Level (for example: Squirt C to Squirt A)
  - Requires both teams' head coaches' approval
- One Level Up (for example: Squirt to Peewee)
  - Requires HDC and Executive Board approval

Practicing two levels up (for example: Squirt to Bantam) is not permitted. Mite/U8 players are allowed to practice up within level with the approval of both Level Lead coaches. Mite Plus participants are permitted to practice up according to the traveling team Practice-Up policy.

### Section VII.03 Grievance Committee and Policy

AVBHA has established a Grievance Committee to provide an orderly procedure for the hearing and resolution of all problems, concerns and formal grievances. The Committee will consist of at least three members from the Board and at least two non-Board members. The goal is to resolve

issues at the most immediate level and in the fairest manner possible to all. The prime criterion in the resolution of any issue is what is best for the respective player, their team, and what is in the best overall interest of the Association.

Grievances must follow these guidelines:

1. A 24 hour “cooling off” period before presenting grievance
2. The grievance must be presented in a timely fashion
  - a. Issues that are presented after the season has ended will not be entertained
3. Meet or contact the head coach of the team to discuss concern
  - a. Problems or concerns that have to do with the coaching of a team, such as playing time, positions, practices, etc. should be first taken to the coach or the team manager of the respective team
  - b. If the problem cannot be resolved at this level, the Level Coordinator (for all traveling teams) should be contacted
4. Meet or contact the Level Coordinator to discuss concern
  - a. If the problem cannot be resolved at this level, the Grievance Committee should be contacted
5. Meet with Grievance Committee to discuss concerns
6. After the Grievance Committee has met with all of the parties, they will discuss the findings and return a written report
  - a. This report is final, and the matter will be deemed closed
7. The report will remain private and will not be published for public consumption

No issue should be taken to District 8 or MN Hockey without first exhausting all potential avenues of resolution with the Grievance Committee and AVBHA Board.

Grievances that are a result of infractions assessed by a referee or official at a game, tournament, or scrimmage, are handled by the Minnesota Hockey District 8 Grievance Committee. See the [Minnesota Hockey Handbook](#) and the [District 8 rulebook](#).

## Section VII.04 AVBHA Drug Policy

The Apple Valley - Burnsville Hockey Association supports the Minnesota State High School League (MSHSL) in efforts to eliminate the use of alcohol, tobacco, and “mood altering” drugs (when not prescribed by a medical doctor for the player’s own use) during games, practices, team trips, or any other AVBHA team function. Players who violate this rule shall be suspended from participation in all AVBHA sponsored activities for the time as specified in this policy.

### (a) Philosophy and Purpose

The AVBHA recognizes the use of mood-altering chemicals as a significant health problem for many adolescents, resulting in negative effects on behavior, learning, and the total development of each individual. The misuse and abuse of mood-altering chemicals will affect participation in AVBHA activities. Others are also affected by the misuse and abuse of family, team members or other significant persons in their lives.

## (b) Policy

During the AVBHA season, regardless of the quantity, a player shall not:

- Use a beverage containing alcohol
- Use tobacco
- Use, consume, have in possession, buy, sell, or give away, any controlled substance (including prescription medication) used outside of a physician's guidelines

This policy applies to all AVBHA activities. It is not a violation for a player to be in possession of a controlled substance specifically prescribed for the player's own use, by their doctor.

## (c) Penalties

- *First Violation*
  - After confirmation of the first violation, the player shall not be permitted to participate for the next two weeks of the season
  - No exception is permitted for a player who becomes a participant in a treatment program
  - Reactivation of the player is predicated on a commitment of changed behavior and approval from the Board
  - The player and parents must identify effective approaches and strategies that motivate change and sustain newly adopted healthy behavior
- *Second Violation*
  - After confirmation of the second violation, the player shall not be permitted to participate for the next six weeks of the season
  - No exception is permitted for a player who becomes a participant in a treatment program
  - Reactivation of the player is predicated on a commitment of changed behavior and approval from the Board
  - The player and parents must identify effective approaches and strategies that motivate change and sustain newly adopted healthy behavior
- *Third and Subsequent Violations*
  - After confirmation of the third or subsequent violations, the player shall not be permitted to participate for the next 12 weeks of the season
  - No exception is permitted for a player who becomes a participant in a treatment program
  - Reactivation of the player is predicated on a commitment of changed behavior and approval from the Board
  - The player and parents must identify effective approaches and strategies that motivate change and sustain newly adopted healthy behavior
- *Cumulative Penalties*
  - Penalties shall accumulate beginning with the player's first violation and continue through their AVBHA hockey career
- *Denial Disqualification*

- When the player denies violation of the rule and is allowed to participate, but then is subsequently found guilty of the violation, the player shall be disqualified from all AVBHA activities for nine additional weeks beyond the player's original period of ineligibility

If after the third or subsequent violations, the player has been assessed to be chemically dependent and the player, on their own volition, becomes a participant in a chemical dependency program or treatment program, then the player may be certified for reinstatement in AVBHA activities after a minimum period of six weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center and approved by the AVBHA Board.

## Section VII.05 AVBHA Anti-Discrimination Policy

The Apple Valley - Burnsville Hockey Association has a zero-tolerance policy towards any type of discriminatory behavior based on a member's race, color, creed, religion, national origin, sex, status with regard to public assistance, sexual orientation, disability, age, or any other characteristic protected by applicable federal, state or local law.

In addition to any SafeSport notification requirements, coaches are required to *immediately* notify the Executive Board if they become aware of any discriminatory behavior during any team events (practices, games, scrimmages, parties, etc.). The Executive Board will track reports to monitor trends and take appropriate action within the Association and with MN Hockey and USA Hockey.

### (a) Philosophy and Purpose

AVBHA understands the detrimental and long-lasting effects that discrimination of any kind can have on an individual and is committed to eliminating it wherever possible. While AVBHA recognizes that it cannot stamp out all discriminatory behavior, the intent is to eliminate it when discovered and to reduce the potential.

The purpose of the AVBHA Anti-Discrimination Policy is to prevent, identify and eliminate this type of damaging behavior.

### (b) Policy

During any AVBHA-sanctioned activity, Association members (participants, players, parents, or coaches) may not:

- Use offensive language towards another member based on race, color, creed, religion, national origin, sex, status with regard to public assistance, sexual orientation, disability, age, or any other characteristic protected by applicable federal, state or local law
- Use offensive non-verbal content (signs, graffiti, notes, etc.) based on race, color, creed, religion, national origin, sex, status with regard to public assistance, sexual orientation, disability, age, or any other characteristic protected by applicable federal, state or local law

When the Executive Board becomes aware of alleged discriminatory behavior, it will immediately suspend the offending member from all activities for a minimum of 48 hours. During this time, the Grievance Committee will conduct a review of the incident which will include (but not be limited to) statements from members involved and witnesses. If the review of the incident identifies discriminatory behavior, AVBHA will notify SafeSport (as required) and the offending member will be subject to the appropriate penalty. The Grievance Committee will send its findings to the Executive Board.

(c) Penalties

- *First Violation*
  - Suspension from all team activities for a minimum of two weeks or eight team events (practices, games, scrimmages, parties, etc.), whichever is longer
  - Must complete anti-discriminatory training provided by the Executive Board (using a qualified neutral 3<sup>rd</sup> party) at no cost to the offender
  - Must submit a letter to the Executive Board, documenting what was learned and how offender's behavior will be changed in the future
  - At the completion of the suspension, the Executive Board will review all relevant information and make a decision on allowing the offender to participate in team events
- *Second Violation*
  - Suspension from all team activities for the remainder of the season
  - Must complete anti-discriminatory training provided by the Executive Board (using a qualified neutral 3<sup>rd</sup> party) at no cost to the offender
  - At the completion of the suspension, must attend an in-person interview with the Executive Board prior to being allowed to participate in any team events

(d) Discriminatory Behavior Involving Non-AVBHA Members

While AVBHA cannot control non-association individuals, it expects members to be cognizant of discriminatory behavior by others. If discriminatory behavior is observed, AVBHA members are expected to report it to the appropriate personnel; this could be a head coach, game official, AVBHA Board Member or law enforcement.

Coaches who are made aware of discriminatory behavior by another team should immediately address it with game officials or the other team's coaching staff. Under no circumstances should a team event be continued with players being subjected to ongoing discriminatory behavior. AVBHA will fully support, defend and advocate for any coach who discontinues a team event as a result of discriminatory behavior, including discontinuation of a game.

## Section VII.06 Member Information Privacy Policy

It is the policy of the AVBHA to not distribute member information to organizations or individuals outside of the Association. Furthermore, a member of the Association may not distribute member information unless it is in the ordinary course of business on behalf of the Association or in accordance with Board guidance. Member information may include name, address, phone number, email address, children, birthdates, and any related personal information that is provided to the Association.

In a spirit of cooperation with other outside non-profit organizations or government organizations (i.e., community events, sports, schools, etc.) the Board, or an Association member with Board permission, may allow other such organizations to be a beneficiary of our member information by allowing distributions to our members that the Association controls. All information would need to be submitted to an Executive Board Member for advance approval, be distributed at the control of the Association and the direct costs would be assessed to the outside organization. In no circumstance will the Association bear any of these costs, nor will the Association provide member information to the outside organization.

## Article VIII. Codes of Conduct and Discipline Process

The Apple Valley - Burnsville Hockey Association is made up of players, coaches, parents and guardians. Please remember your participation in the AVBHA hockey program is a privilege, not a right, which requires you to conduct yourselves with good behavior and sportsmanship. AVBHA and its coaches recognize that your obligations to hockey are secondary to religion, family and school.

### Section VIII.01 Player's Code of Conduct

*To provide a healthy and fun environment for all, the following are your responsibilities as an AVBHA player:*

- Have pride and confidence in yourself
- Give 100%: work hard in practices and games to improve yourself and your team
- Be a competitor: perform up to your ability and contribute to team unity
- Be a team player: respect and compliment your teammates and let the coaches handle criticism
- Respect your coach, teammates, parents, opponents and officials
- There will be no abusive language in the locker room, on the bench, or on the ice by coaches or players
- There will be zero tolerance for discrimination of any kind
  - See AVBHA's Anti-Discrimination Policy
- Never argue with an official's decision
- Participation in all games and practices is expected
- Players unable to attend a game or practice must notify the coach in advance
- Excessive unexcused practice absences MAY result in a player sitting out for a portion of a game(s)

- Bring and use proper equipment to all practices and games; keep it in good condition and clean
- Be on time and ready to skate at the time designated for practices and games
- Have a responsible attitude towards your health
- Be aware of and adhere to the AVBHA Drug Policy
- Demonstrate good conduct on and off the ice
  - Remember that you, as well as your team, represent the Apple Valley – Burnsville Hockey Association

### Section VIII.02 Inappropriate Behavior Discipline Policy for Players

Inappropriate behavior may result in a penalty ranging from a written warning to suspension from AVBHA based on the number of offenses and/or the severity of the violation:

- *First Offense*
  - Written letter from the AVBHA Board explaining the violation in need of remedial action
- *Second Offense*
  - Suspension from all AVBHA activities for a minimum of one week or two games; whichever is longer
- *Third Offense*
  - Suspension from all AVBHA activities for the remainder of the season
  - During this time the suspended party is not allowed in any facility during an AVBHA event as a participant or spectator regardless of if that parent has another child on an AVBHA team
  - Reinstatement for the following season will be at the discretion of the AVBHA Board

The AVBHA Board reserves the right to modify, including but limited to, skipping or combining lower-level sanctions at their discretion based on the severity of the violation.

### Section VIII.03 Coach's Code of Conduct

*To provide a healthy and fun environment for all your responsibilities as an AVBHA coach are the following:*

- Understand, support and champion all District 8 rules and guidelines
- Understand, support and champion all Association rules and guidelines
  - Be familiar with the AVBHA Member's Handbook
- Understand, support and champion the philosophies of the HDC
- Recognize that player obligations to hockey are secondary to religion, family and school
- Coaches will be evaluated on the degree of progress and advancement of individual and team skills; not their win/loss record
- Respect your fellow coaches and work together in a cooperative manner
- Never criticize or bad-mouth your fellow coaches in front of parents or players
- Keep your relationships with parents strictly professional
- Attend mandatory meetings and clinics when requested

- Coaches will brief parents and players of goals, philosophies, expectations and team rules for the upcoming season regarding behavior, attendance at practices, respect for the coach and other players and consequences if the player fails to meet rules
- There will be no abusive language in the locker room, on the bench, or on the ice by coaches or players
- There will be zero tolerance for discrimination of any kind
  - See AVBHA's Anti-Discrimination Policy
- Arrive for practices and games in a timely fashion and remain at the practice/game facility until all players are accounted for; have transportation and are not left by themselves
- Use the team's practice ice efficiently and effectively
  - A written practice plan should be developed for all practices
  - Ice time is expensive so chalk talks should be reserved for off-ice instruction
  - Keep the kids moving after briefly explaining the drills
- Be available to discuss any problems with the players and or parents, keeping in mind that your primary responsibility is to the whole team and not any one individual
- Any coach (head or assistant) ejected from a game will be required to meet with the Level Coordinator and Hockey Development Committee before they will be allowed to coach in a game situation

#### Section VIII.04 Inappropriate Behavior Discipline Policy for Coaches

Inappropriate behavior may result in a penalty ranging from a written warning to suspension from AVBHA based on the number of offenses and the severity of the violation.

- *First Offense*
  - Written letter from the AVBHA Board explaining the violation in need of remedial action
- *Second Offense*
  - Suspension from all AVBHA activities for a minimum of one week or two games; whichever is longer
- *Third Offense*
  - Suspension from all AVBHA activities for the remainder of the season
  - During this time the suspended party is not allowed in any facility during an AVBHA event as a participant or spectator regardless if that coach has another child on an AVBHA team
  - Reinstatement for the following season will be at the discretion of the AVBHA Board

The AVBHA Board reserves the right to modify, including but limited to, skipping or combining lower-level sanctions at their discretion based on the severity of the violation.

#### Section VIII.05 Parent's Code of Conduct

Parents can contribute many things to support their child, team and our association; they can also cause unnecessary distractions. Please remember your child's participation in an AVBHA hockey program is a privilege, not a right, which requires them and you to conduct yourselves

with good behavior and sportsmanship. It also requires a significant financial and time contribution.

*To provide a healthy and fun environment for all the following are your responsibilities as a parent or guardian of an AVBHA player:*

- Support our coaches and managers
- Leave the “coaching” to the coach; let them handle the coaching and constructive criticism
- A mandatory 24 hour cooling off period must be observed before confronting any member of the coaching staff due to a disagreement
- Do not compare your child with other players
  - Be honest with yourself about his/her skills and abilities
- Behave in a law-abiding manner when at AVBHA events
- Keep negative comments to yourself
  - Never yell, taunt, or inflict physical violence upon any player, coach, official, or spectator at any youth hockey activity
- Refrain from the use of threatening, abusive or vulgar language, racial, ethnic or gender-related slurs while at the rink or any youth hockey activity
- There will be zero tolerance for discrimination of any kind
  - See AVBHA’s Anti-Discrimination Policy
- Teach your child to have fun and enjoy competition
- Compliment and encourage your player; win or lose
  - Never tell them that winning does not matter because it does, and they know it
  - Help them to develop a healthy, competitive attitude towards winning and losing
- Make sure your player has transportation to and from games, practices, scrimmages, and tournaments and that they are on time
- Remember, the locker room is for the players and coaches; not parents
  - If you need to assist your child in the locker room (i.e., tying skates), please do so quickly
- Take care of your financial responsibilities to AVBHA promptly
- Fulfill your volunteer responsibilities to the Association and offer to go over and above whenever possible
- Remember you, as well as your team, represent Apple Valley - Burnsville Hockey Association
- Support the philosophies and policies of the AVBHA and remember that hockey is a game, not a career

## Section VIII.06 Inappropriate Behavior Discipline Policy for Parents

Inappropriate behavior may result in a penalty ranging from a written warning to suspension from AVBHA based on the number of offenses and the severity of the violation.

- *First Offense*
  - Written letter from the AVBHA Board explaining the violation in need of remedial action
- *Second Offense*

- Suspension from all AVBHA activities for a minimum of one week or two games; whichever is longer
- *Third Offense*
  - Suspension from all AVBHA activities for the remainder of the season
  - During this time the suspended party is not allowed in any facility during an AVBHA event as a participant or spectator regardless if that parent has another child on another team
  - Reinstatement for the following season will be at the discretion of the AVBHA Board

The AVBHA Board reserves the right to modify, including but limited to, skipping or combining lower-level sanctions at their discretion based on the severity of the violation.

### Section VIII.07 Code of Conduct Discipline Procedure

1. Code of Conduct violations are reported to appropriate Level Coordinator
2. Level Coordinator will discuss the incident with all involved parties; gathers and documents all details
3. Incident Review and Evaluation
  - a. Level coordinator reviews the gathered details and documentation with the Vice President to determine if there was a Code of Conduct violation
4. Board review of the Code of Conduct violation
  - a. The Board will review the Code of Conduct violation
  - b. The total number of violations will follow the Inappropriate Behavior Discipline Policy
  - c. The Board will also consider the severity of the incident based on the following levels:
    - i. Level One (minor offense)
      1. A letter is sent to all involved, as stated in the Inappropriate Behavior Discipline Policy, detailing the behavior that must be corrected and next steps that will be taken if there is another incident
    - ii. Level Two (significant offense)
      1. Those involved will be suspended from all AVBHA activities for a minimum of one week or two games; whichever is longer
    - iii. Level Three (major offense)
      1. Those involved will be suspended from all AVBHA activities for the remainder of the season
      2. During this time the suspended party is not allowed in any facility during an AVBHA event as a participant or spectator regardless of if that parent has another child on another team
      3. Reinstatement for the following season will be at the discretion of the AVBHA Board
5. If the involved parties do not agree with the outcome, they may file a formal grievance with the Grievance Committee

## Article IX. The Mite Program

### Section IX.01 Mite Program (8 & Under)

The Mite Program provides a great opportunity for boys and girls of age 8 and under to develop their hockey skills within the Apple Valley Hockey Association.

The AVBHA Mite Program is based on the U.S.A. Hockey American Development Model (ADM) along with the Minnesota Hockey Minnesota Development Model (MDM), and additional programs adopted by the Board in consultation with the Hockey Development Committee. The purpose of these programs is to place the players in a nurturing and learning environment where hockey skills are taught in a fun and stress-free way with a focus on long term athletic development.

Mite program teams are “in-house” (non-traveling) teams. They are permitted to practice with and scrimmage against Eastview Hockey Association as determined by the Mite Coordinator. The Mite Coordinator will determine the number of in-house teams and levels of play. If there are two (or more) teams at the same level, the teams will be picked to be evenly matched.

#### (a) In-House Levels

The Mite program is divided into 5 in-house levels:

- Mini-Mite 1: New players\*, Pre-K and kindergartners (boys and girls)
- Mini-Mite 2: Returning kindergartners and 1<sup>st</sup> graders
- Mite Minor: Primarily 2<sup>nd</sup> graders
- Mite Major: Primarily 3<sup>rd</sup> graders
- Mite Girls: Returning girls, or first year 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> graders that have an appropriate skill level
  - Girls can choose to skate at the other levels, but they are encouraged to skate in the girl only mite level

\*New players who are in 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> grade will be moved into their appropriate Mite level as soon as their skills support activity at that level

#### (b) Mite Plus Teams

Mite Plus teams, including Advanced, Intermediate, Beginner and U8, may be formed with players in the Mite age group and may include returning Mini-Mite players. If there are two or more teams at a single Mite Plus level, the teams must be evenly balanced. Participation in Mite Plus is strictly voluntary. Mite Plus players will participate in their in-house Mite Program team and a limited traveling team schedule including games and/or scrimmages against other Mite teams within District 8. Players participating in the Mite Plus program will be responsible for the additional costs beyond the in-house Mite Program in a similar manner as other AVBHA traveling teams.

## Section IX.02 Mite Coordinator

The AVBHA Board appoints one or more person(s) to coordinate the Mite Program. The Mite Coordinator leads and organizes coaches, equipment, team managers, clinics, jamborees, special events, and mite parent involvement.

## Section IX.03 Mite Coaches

All Mite coaches are required to comply with the coaching requirements of USA Hockey, Minnesota Hockey and District 8. The [Mite Coaches Corner](#) on the website will cover the necessary requirements for coaches.

The Mite Coordinator will maintain the Mite Program Manual located on the [Mite Program](#) page of the website. This manual will explain further details and expectations for each upcoming season.

## Section IX.04 Mite Parent Involvement

Parents are a very important part of this program. They can volunteer to help the Mite Coordinator in the many job responsibilities they have. Any help is greatly appreciated. Parents' enjoyment and positive feedback to their child will help to ensure enjoyment and fun for all the players.

# Article X. Traveling Team Program

## Section X.01 Traveling Team General Information

All levels beyond the Mite Program are designated traveling teams. Traveling teams provide a competitive hockey experience at several levels within each age group.

Parent participation is a must in this program because of the additional costs and transportation involved.

All levels participate in District 8 league play and tournaments.

## Section X.02 Team Levels

The Hockey Development Committee will determine the number of teams and levels of play with the Approval of the Board. If there are two teams at the same level, the teams will be picked to be evenly matched as per District 8 rules. The Tryout Selection Committee will decide the format for dividing the players.

## Section X.03 Skill Levels

Players are grouped into teams by skill level based on results of a formal tryout. Tryouts will be held when there are enough players for two or more teams at a level; or when players may be moved to another level to balance team player numbers. The number of teams offered is determined by the number of skaters registered at each level. Upper levels, such as 'A' teams are recommended for players who are more skilled in the game and/or are willing to devote more time and effort to the sport.

- 'A' level players have mastered age-level skills, understand the game of hockey and are able to compete at a very high level
- 'B' level players have developed most of the age-level appropriate skills and understanding of the game of hockey
- 'C' level players have a basic understanding of the game of hockey, but whose age-level skills have not developed enough to compete at a 'B' or 'A' level

#### Section X.04 Traveling Team Coaches

The Hockey Development Committee will nominate traveling team coaches. The Board reserves the right to advertise outside of the Association to fulfill coaching positions. Applications for coaching positions are available on our website.

Applications for traveling team coaches for the upcoming season are accepted starting April 1 and must be received before player registration closes for the level the coach is applying for. Candidates are interviewed by the Hockey Development Committee. Interviews may be conducted on a rolling basis as coaching applications are received. The Hockey Development Committee will make head coach recommendations to the Board. The Board will then review the selections and either approve the recommendations or request that other candidates be found. The Board and the Hockey Development Committee will make every effort to fill all coaching positions as early as possible.

##### (a) Selection Process

In selecting a coach, the Board will consider an applicant's commitment to spend approximately 300 hours during the hockey season. Past hockey coaching experience, personal coaching philosophy and support of AVBHA principles are important criteria. Coaching selection occurs after all players have completed tryouts and are placed on a team. Coaching applications do not affect player placement.

##### (b) Renewal of Coach

Coaches are selected for one-year commitments. The AVBHA Board recognizes that having a strong coach in the same position from season to season is a significant strength to the program. If a coach wishes to continue in the same position, survey results, personal observation and responsible feedback to the Hockey Development Committee will be used to assess the coach's performance and fitness to continue. If the Hockey Development Committee and the AVBHA Board agree that the coach has done an excellent job, the coach can maintain his/her position at the same level for the next season and the position will not be opened.

The membership will not dictate selection of coaches, nor block a coach by anonymous means. If the membership has a grievance with a coach, they must follow the policies outlined in the AVBHA Grievance Policy.

##### (c) Coach Certification

All coaches must be certified at the appropriate USA Hockey level for the team they are coaching.

(d) Coach Screening

Minnesota Hockey and District 8 require confidential screening of all coaches. Please contact the Association Registrar or AVBHA Hockey Director for further information and screening form.

(e) End-of-Season Player Evaluations

No later than April 1<sup>st</sup> of each year, all head coaches are required to complete and submit the end-of-season player evaluation for every player on their team. This evaluation is confidential and only viewable by the AVBHA Executive Board and HDC personnel.

End-of-season evaluations are used to assist the HDC in determining how many teams are declared and at what levels. It will also be used during the following year's tryouts to help with player team placement.

Coaches who do not submit end-of-season evaluations may not be eligible to continue coaching the following season.

## Section X.05 Traveling Team Tryouts

(a) Overview

It is the goal of AVBHA to provide all players with an equal opportunity to make the team that best fits their ability and commitment level. We have established a collaborative, unbiased tryout process which will accomplish this goal.

AVBHA conducts "closed" tryouts for traveling teams. Other than required arena staff, no individuals are allowed inside the arena while tryouts are underway (i.e., players are on the ice) unless approved by the Executive Board. This shall be enforced by the Level Coordinator or a qualified individual in their absence. Violations of closed tryouts will be handled in accordance with our Discipline Policy.

Each player will receive a tryout number for tryouts. No names or significant uniform/helmet markings are to be worn during tryouts. Names may not appear on helmets.

(b) Evaluation Committee

The evaluation committee is responsible for scoring, evaluating, and rostering players on a team. Evaluation committees consist entirely of non-parents unless approved by the Executive Board.

Evaluation committee members will be recommended by the Hockey Development Committee and approved by the Executive Board. At minimum, the evaluation committee must consist of the Level Coordinator and a member of the Hockey Development Committee unless there is a parent-child conflict at that level.

(c) Level Coordinator Tryout Duties

An AVBHA Board Member or past Board Member is appointed to be the Level Coordinator for each age group. The Level Coordinator is the parent's primary point of contact for all questions and concerns with the tryout process. Parents with any concerns or questions related to tryouts should email their Level Coordinator at:

- Girls
  - [girls@applevalleyhockey.com](mailto:girls@applevalleyhockey.com)
- Mites
  - [mites@applevalleyhockey.com](mailto:mites@applevalleyhockey.com)
- Squirts
  - [squirts@applevalleyhockey.com](mailto:squirts@applevalleyhockey.com)
- PeeWee
  - [peeweewees@applevalleyhockey.com](mailto:peeweewees@applevalleyhockey.com)
- Bantam
  - [bantams@applevalleyhockey.com](mailto:bantams@applevalleyhockey.com)
- Junior Gold
  - [juniorgold@applevalleyhockey.com](mailto:juniorgold@applevalleyhockey.com)

(d) Traveling Team Tryout Process

Specific tryout processes for each age group are approved by the Executive Board and presented to the parents, usually during the parent meeting.

(e) Goalies

Goalies will be selected for teams based upon the evaluation from the Evaluation Committee and input from the qualified goalie evaluator using a standardized rating sheet.

(f) Tryout Results

Results of the tryout will be posted to our website as soon as possible following the final ice time. If a player is unsatisfied with their team placement or would like to understand their personal areas of strengths and weaknesses, a parent may request feedback by contacting the Level Coordinator. The Level Coordinator will then contact the evaluation team and pass along the feedback to the parent.

**At no time should a parent directly contact members of the Evaluation Committee.**

(g) Final Authority

Tryout results are final unless there are extenuating circumstances related to player participation. An example would be if a player were to quit after tryouts, the evaluation team could determine a replacement player if HDC determines this is necessary.

(h) Tryout Absences

Players should attend all tryout sessions, unless there are extenuating circumstances. The Level Coordinator must be made aware of any absence prior to the tryout session.

Players who miss a significant number of tryout sessions for a valid reason will be placed on a team at the discretion of the HDC.

(i) High School Tryouts

Since Bantam and Girls 15U tryouts are typically in October and the high school tryouts are not until mid-November, the situation can arise where freshman or sophomore players move up to a high school team, causing a ripple effect through the Bantam and 15U program. This can be disruptive to the teams involved if the coaches, players, and parents are not prepared. Any players considering trying out for high school but want to participate with AVBHA if they do not participate on a high school team, are requested to register with AVBHA and participate in AVBHA tryouts at the beginning of the AVBHA season. During high school tryouts, the player may not participate in AVBHA team activities. AVBHA policy is to do what is best for the players involved. Most players want to play on the high school team if they are able to make the team. AVBHA supports the move.

Any player who moves to a high school team or out of the Association is responsible for all ice costs and team fees incurred while part of AVBHA. Please contact the AVBHA Treasurer and AVBHA Registrar if a move is made.

Coaches at each of the affected levels should be prepared for this possibility and have names of players from the next lower level who could be moved up to take the open spots. The Board has the option of not moving players up to fill in but is strongly encouraged to take a developmental approach. No tryout or evaluation will be done to fill in open spots created by this situation. The Hockey Development Committee, following the tryout evaluation rating, will choose the player(s) from the next level that they feel will make the best contribution to the team. The Coaching Coordinator will ensure that all the coaches at this level are aware of this process and work with all the head coaches involved to ensure that transitions are smooth and in the best interests of the players involved. A player cannot continue to play for their old team once a transition is made. A player does have the choice of staying with his original team. All transitions must be completed by December 1, unless later by Board approval.

## Section X.06 Traveling Team Roster Size and Roster Changes

AVBHA complies with Minnesota Hockey and District 8 rules on team registration, including roster size limits, eligibility, playing rules, etc. Please refer to current District 8 and Minnesota Hockey rules for additional requirements regarding traveling team roster changes.

The goal of AVBHA hockey program is to develop as many players as possible with sound hockey fundamentals. The AVBHA Board is responsible for submitting the level and number of traveling teams to District 8 prior to the start of the season. The teams submitted are based upon projected numbers of participants at each level and a review of end-of-season player evaluations along with Board discussion and approval.

The Hockey Development Committee, Level Coordinators, Coaches, and Board must carefully consider the impact of roster changes and moving players up or down on the respective players and the teams affected, particularly at the younger age groups. Unless there is a significant skill discrepancy or a serious discipline problem develops, teams will remain intact for the season. If changes do need to be made, the HDC must be contacted confidentially by the team coaching staff as early as possible after tryouts. The next highest player from the tryout evaluation rating may be asked to move up.

### Section X.07 Traveling Team Player Participation

Every player on a team must be given a fair opportunity to develop and improve their hockey skills throughout the season. It is the coach's responsibility to ensure this by using all players appropriately in all hockey games. It is AVBHA's preference that all players be allotted equal game playing time so that individual skills can be improved. However, we give the team's coach reasonable flexibility to add or subtract from playing time. The factors that go into these decisions include but are not limited to, attendance, attitude, behavior and effort.

At the Jr. Gold, Boys U16 and Bantam level age groups, designated power play and penalty kill lines may be used, which may mean that not all players get equal ice time.

### Section X.08 Goalie Participation

Game time plays a large role in goalie development. As such, wherever possible, teams with multiple goalies should strive to distribute game time evenly between the goaltenders.

#### (a) Goalies

Teams with two goalies should split game time evenly between the two goaltenders. While AVBHA recognizes that coaches need discretion in how the game time is divided between the goalies and when a goalie needs to be pulled, we are providing the following guidelines for coaches to consider:

- Bantam/U15
  - Goalies may be scheduled to split time evenly between complete games or may be scheduled to split time evenly in the same game
  - Coaches have discretion to pull a goalie early and to determine which goalie would start in a single game 50/50 split
- Peewee/U12
  - Goalies should be scheduled to both play in the same game, splitting their time 50/50
    - For example, one goalie could start the game and switch with the other goalie midway through the second period
  - Coaches have discretion to pull a goalie early and to determine which goalie would start in a single game 50/50 split
- Squirt/U10
  - Goalies must be scheduled to both play in the same game, splitting their time 50/50

- For example, one goalie could start the game and switch with the other goalie midway through the second period
- Coaches have discretion to pull a goalie early and to determine which goalie would start in a single game 50/50 split

### Section X.09 Traveling Team Playoffs

District Playoffs are held for Squirt, PeeWee, Bantam and 19 & under boys' levels and 10U, 12U & 15U girls' levels. No playoffs or standings are kept for Mite teams.

### Section X.10 Traveling Team Minnesota Hockey District 8 Grievances

The Minnesota Hockey District 8 Grievance Committees meet regularly during the season. Any player or coach who has to appear before the committee is suspended until the hearing at which time the penalty will be determined and put into effect.

### Section X.11 Team Activity

A team activity is defined as the convening of a team or some of its members under the direction of a coach, manager, or captain for the purpose of a game or organized scrimmage or practice. AVBHA lays out the proposed activity levels based on District 8 guidelines and expects teams to conform. Exceeding these levels in violation of this policy may be cause for dismissal of the coach, manager, or both. In addition, District 8 may also impose penalties potentially affecting all traveling teams in AVBHA. Agreement of parents to support more activities is not sufficient reason to waive this rule. Total games include tournaments.

The maximum number of official games that an AVBHA team can play in a season is mandated by MN Hockey and District 8 rules. The total games rule does not include District, Regional or State Playoffs.

A game is defined by Minnesota Hockey as any competition between two teams from different associations that does not have as its primary intent a strong instructional purpose. For teams to have a practice together and not have it count as a game there must be no referees, no scoreboard, and no clock.

Coaches must be on the ice and the primary purpose of the session is to teach. Any scrimmage activity must be done in the context of instruction from the coaches.

At the traveling team level, a practice to game ratio of 3:1 is recommended by USA Hockey and a 2:1 ratio is recommended by Minnesota hockey. These ratios may vary by level but, AVBHA and the HDC work closely with coaches to try and maintain the highest ratio possible. Parents should recognize that because of ice shortages, game draws and tournaments that are scheduled prior to the start of the season there will be times when the ration will be skewed. AVBHA and the HDC strongly recommend that parents utilize the preseason clinics and summer training programs to help achieve the highest ratio possible. Please note: AVBHA traveling teams generally have no more than one out of town tournament per season, primarily due to the additional costs involved, excluding end of season regional and state tournaments if applicable.

“Out-of-town” is considered anywhere outside the 7-county metropolitan area where it would be reasonably expected that players and parents spend the night away from home.

### Section X.12 Practice & Game Activity and Additional Ice

AVBHA recognizes that its members want different levels of activity, depending on the level of competition. All traveling team levels will be allocated approximately the same number of hours of practice ice from the Association. Many teams do acquire additional practice hours at other arenas or from ice turned in.

## Article XI. Social Media Policy

The Apple Valley - Burnsville Hockey Association maintains official social media accounts for the Association. Social media accounts are the responsibility of the AVBHA Communications Director. No posts may be made to official social media accounts without review and approval from the Communications Director.

AVBHA recognizes that other social media accounts exist which represent teams, fans, players, coaches, etc. For non-official AVBHA social media accounts, the following policies must be followed:

### Section XI.01 Team Accounts

Team accounts represent a rostered AVBHA hockey team, such as “Firehawks Bantam A”. AVBHA recognizes that team accounts are a great way to celebrate a team’s success and to keep team members, families and fans informed of any updates or news.

All team accounts must be approved by the Communications Director. To receive approval, the team account handle, logo, description, web links and responsible person (along with their contact information) must be sent to [socialmedia@applevalleyhockey.com](mailto:socialmedia@applevalleyhockey.com). Posting from a team account that has not been approved is not permitted.

Team accounts must be approved on an annual basis and are monitored by the Association.

Team accounts are subject to the following policies:

- Limited to posting content directly related to team activities
- Shared, retweeted or other amplified content must be directly related to team activities
- Political, controversial, non-team related content or that which does not represent the Association in a positive manner is prohibited

### Section XI.02 Fan Accounts

Fan accounts are not officially affiliated with a rostered AVBHA hockey team but are used by individuals to support a particular team or teams. For example, someone may set up an account for the purpose of live-streaming games. These accounts do not require approval by the Communications Director.

Fan accounts may not use official AVBHA logos, nor are they permitted to represent an AVBHA-rostered team.

Fan accounts are not monitored by the Association.

## **Article XII. AVBHA Member Guide Updates**

The Apple Valley - Burnsville Hockey Association Member Guide will be updated as necessary. The current revision will always be posted to our website. Any updates other than editorial (spelling, grammar, etc.) require approval by the Board.

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