

Rockland & Abington, MA

# **SOUTH SHORE EAGLES YOUTH HOCKEY**

## ***Constitution & By-Laws***

*(last revised as of 3/30/2023)*

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## ARTICLE I - NAME

- A. This organization shall be known as South Shore Eagles Youth Hockey Association, Incorporated. A non-profit organization.

## ARTICLE II - PURPOSE

- A. The purpose of this association is to provide, on a non-profit basis, an opportunity for the youth of South Shore Eagles to learn how to ice skate, to receive instruction in the play of ice hockey, and to participate in organized competitive ice hockey games. The Association will always be dedicated to the principles of clean sportsmanship while attempting to make a worthy contribution to the health, security, and well being of each participant. The Association's skating programs will be dedicated to the health and happiness of its player members.

## ARTICLE III - GOVERNMENT

- A. The Association shall be governed by a Board of Director's. The organization will consist of two functional groups.
- **Executive Board:** Five (5) individual members comprised of the following officers: President, Vice-President, Secretary, Treasurer and Registrar.
  - **Program Directors:** Consisting of the following:
    - **Level Director:** Learn to play/Little Bruins, Instructional (U6), Mite (U8), Squirt (U10), PeeWee (U12), Bantam (U14), Midget (U18), Girls.
    - **Conference Liaison:** Liaison to any conference that the SSEYH participates in including, but not limited to the South Shore Conference, Bay State Hockey League, and Metro South Hockey League. (If the program has no activity with any conference then that conference liaison would be removed.
    - **Fundraising Director**

The members of the Board of Directors shall be made up of no less than 50% of individuals who have children actively skating in the program.

## ARTICLE IV - MEMBERSHIP

- A. All duly elected or appointed members of the Board of Directors will be voting members for the annual election.
- B. All head coaches and assistant coaches will be voting members for the annual election.
- C. Player Members are persons assigned to an active SSEYH player roster and are in good standing with all requirements set forth in these by-laws. Player Members are non-voting members.
- D. The parents and/or guardians of the Player Members will be voting members for the annual election and are called General Members. General Members will be entitled to one (1) vote per Player Member with a maximum of two (2) votes per family.
- E. Honorary Members are all past members and any person who donates their time or money to the Association. Honorary Members will be non-voting members.

## **ARTICLE V - DUTIES AND RESPONSIBILITIES**

### **A. BOARD OF DIRECTORS**

1. To establish programs, appoint committees, and conduct meetings as required assuring the success of the Association in achieving its purpose.
2. To arrange and contract ice time.
3. To establish Player Member eligibility requirements.
4. To establish age divisions in accordance with USA Hockey rules.
5. To fill vacancies on the Board of Directors by appointment.
6. To review all coach's applications and approve those who will support the purpose of the Association.
7. To assign Player Members by age divisions to the Program Directors.
8. To assign ice schedules to each Program Director.
9. To set fees and payment schedules for Player Members ice time and registration.
10. To establish and/or approve fund raising programs.
11. To conduct tryouts annually in accordance with ARTICLE XI.
12. To submit team rosters to Mass Hockey by the USA Hockey deadline.
13. To post copies of the SSEYH By-Laws at registration to each General Member via program website.
14. To be responsible for turning over all records and equipment to their successor.
15. To ensure all current Mass Hockey and USA Hockey rules regarding Coaching Requirements are being met. Special attention should be paid to current USA Hockey rules regarding SafeSport Training, CORI and Background checks of all Coaching Staff.
16. To ensure all current requirements set forth by USA Hockey regarding SafeSport Training for Player Members are being met.
17. To vote on final team assignments as presented by the Level Director for approval.

**B. EXECUTIVE BOARD OF DIRECTORS**

**PRESIDENT:** THE DUTIES OF THE SSEYH PRESIDENT SHALL BE AS FOLLOWS:

1. To preside over the meetings of the Board of Directors in accordance with ARTICLE VIII.
2. To preside over open or special meetings in accordance with ARTICLE VIII.
3. To exercise general supervision over the affairs of SSEYH.
4. To make a report on the activities and condition of SSEYH to the General Members at the Annual Meeting.
5. To serve as ex-officio member of all committees.
6. To appoint and establish, subject to the approval of the Board of Directors, any Committees to aid the Association.
7. To be the Chief Officer of the Corporation and to supervise all duties of the Officers of SSEYH.
8. Shall only vote in the case of a tie or when authorized in the By-Laws.
9. To nominate to the Board of Directors members to fill Board vacancies.
10. To act as the Negotiating Agent for the Association in such matters as ice time and its cost and to present all contracts to the Board of Directors for final approval.
11. To carry out the will of the Board of Directors and the rules of the Association.
12. To act as the Association Representative to outside persons and other organizations.
13. To be responsible for maintaining corporate status as required by the Commonwealth of Massachusetts.

**VICE PRESIDENT:** THE DUTIES OF THE SSEYH VICEPRESIDENT SHALL BE AS FOLLOWS:

1. To preside over the meetings of the Board of Directors and any General Meetings in the absence of the President.
2. To assist the President in the discharge of his/her duties.
3. To oversee the activities of all the leagues the Association is a member of and to appoint representatives to attend all meetings.
4. To obtain and issue all game and practice schedules that involve Association teams to the Program Directors for dissemination to all General Members.
5. To coordinate practice ice scheduling with the Program Directors.

**SECRETARY:** THE DUTIES OF THE SSEYH SECRETARY SHALL BE AS FOLLOWS:

1. To give notice of all regular and special General Meetings and meetings of the Board of Directors and to publish an agenda of the business to be transacted.
2. To maintain a permanent record of the minutes of said meetings.
3. To record the attendance of all Board Members at these meetings.
4. To ensure that a quorum is present before any business can be transacted at a General Meeting and at all meetings of the Board of Directors.
5. To prepare correspondence concerning the activities of SSEYH for dissemination to the General Members.
6. To collect and present all SSEYH scholarship applications to the Board of Directors.
7. To collect any notices of intention to run for a Board position presented by Current Executive Board Member, Board of Director Member, or General Member up to two (2) weeks prior to the Annual Open Meeting.
8. To preserve all records, reports, and documents of the Association which are not assigned to other Board Members.

**TREASURER:** THE DUTIES OF THE TREASURER OF SSEYH SHALL BE AS FOLLOWS:

1. To record all income of SSEYH.
2. To establish and maintain appropriate bank accounts to handle the financial affairs of SSEYH.
3. To prepare monthly reports of:
  - A. Receipts and disbursements
  - B. SSEYH's financial condition on a cash basis for submission to the Board of Directors.
4. To prepare annual written reports of:
  - A. Receipts and disbursements.
  - B. SSEYH's financial condition for distribution to the General Members at the Annual Meeting.
5. To prepare and mail bills on a regular basis covering the balance due by each SSEYH Player Member. Correspondence via e-mail is acceptable in lieu of postal mailing.
6. To be responsible for notifying the Executive Board of delinquent accounts.
7. To keep an accurate record of all expenditures.
8. To turn over all records to their successor.
9. To keep an accurate registration list of all active Player Members.

10. To over-see and implement the financial policies of article VII as directed by the Executive Board.

**REGISTRAR:** THE DUTIES OF THE REGISTRAR OF SSEYH SHALL BE AS FOLLOWS:

1. The principal duties of the Registrar shall be to account for all skater registrations, including USA Hockey registrations for both Players and Coaches.
2. To register all programs with Mass Hockey by the USA Hockey rules deadline.
3. To prepare official team rosters and submits them to USA Hockey.
4. To keep an accurate registration list of all active Player and Coaches.
5. To update the insurance roster each September.
6. Any payments accompanying registrations shall be accounted for and passed along to the Association Treasurer.

C. **PROGRAM DIRECTORS** (Learn to Play/Little Bruins, Instructional (6), Mite (U8), Squirt (U10), PeeWee (U12), Bantam (U14), Midget (U18), Girls, Conference Representative

1. To submit proposed team rosters after tryouts and to provide coaching staffs with ice schedules for their team.
2. To ensure that each team shares equally in the ice time assigned to the Association.
3. To recruit a coaching staff and submit their applications to the Board of Directors for approval.
4. To coordinate with the Registrar to ensure all on ice Coaching Staff is eligible to participate with the team per the rules mandated by USA Hockey.
5. To actively promote and recruit new players to the association.
6. To advise the Executive Board of any changes in player membership.
7. To formally report all player member misconduct to the Board of Directors for appropriate action.
8. To be currently active within their program and be knowledgeable of each player's ability and progress.
9. To properly administrate their division by assisting the Executive Board in all matters concerning the Association.
10. To promptly forward to the Treasurer all collections with supporting records for proper crediting.
11. To refer to the Board of Directors all problems and questions on subjects for which responsibility is not clearly defined.
12. To organize tryouts in accordance with ARTICLE XI.
13. To update the association website with final team rosters once approved by the SSEYH Board.

14. To promote and participate in grassroots programs sponsored by the SSEYH to help foster growth throughout the association.

D. **FUNDRAISING DIRECTOR**

1. To chair the fundraising committee.
2. To recruit members for the fundraising committee.
3. To coordinate all fundraising committee efforts.
4. To solicit sponsors for league events.
5. To develop, coordinate, and oversee all the Associations fundraising activities.
6. To keep an accurate record of all expenditures.
7. To coordinate with the Treasurer all funds received.
8. To develop and maintain an accurate action plan.
9. To submit all action plans to the Executive Board for approval.

E. **WEBMASTER (Board Appointed Role, Non-Board Member)**

1. To coordinate with the fundraising chair to post all fundraising efforts online through the use of the league's website and /or social media.
2. To administer the association web page.
3. To oversee and coordinate the association public relations.

F. **EQUIPMENT MANAGER (Board Appointed Role, Non-Board Member)**

1. Will procure equipment as approved by the Board of Directors.
2. Will present for board approval at the June Board of Directors meeting an equipment procurement budget for the upcoming season.
3. Will solicit three (3) competitive bids for items in excess of \$250.
4. Will distribute and collect equipment from coaches.
5. Will maintain an accurate inventory of all association equipment.

G. **CONFERENCE LIASION**

1. Act as a representative of SSEYH as directed by the Executive Board.
2. Attend monthly meetings and report to the Executive Board of the activities and actions taken by the

conference.

3. Submit all monthly meeting minutes from the conference to the Executive Board.

#### H. **COACHING STAFF**

1. To supervise their assigned team in and around the rink in accordance with USA Hockey Policies and the South Shore Eagles Locker Room Policy.
2. To utilize the leagues website in an appropriate manner.
3. To utilize the USA Hockey website to encourage new practice and training techniques.
4. Will complete ALL USA Hockey registration, training modules, Safesport and ALL required background checks as required by USA Hockey.
5. To conduct team player and parent meetings prior to the start of the season.
6. Will promote the league and foster a team atmosphere including player recruitment.
7. Will promote the league and solicit fundraising.
8. To make efficient use of all ice time assigned and remind each Player Member of all scheduled ice time.
9. To allow only authorized Association personnel on the ice and in the locker room, per the SSEYH locker room policy.
10. To maintain neat and orderly equipment that is returned promptly and in good condition to the Program Director.
11. To report all discipline problems and all injuries to their Program director.
12. To ensure that all Player Members share equally in the ice time assigned to the team.
13. To be aware of the attendance, progress, and ability of each Player Member on their team.
14. To support the Association in the attainment of the defined purpose.
15. To assist in conducting the tryouts in accordance with ARTICLE XI.
16. Coaches must consult with the Program Directors before Player Member movement (for any reason) within or outside of their divisions, as well as notify the Health & Safety Director.
17. To update the association website at the conclusion of each weekend's games with accurate final game scores.

#### I. **PLAYER MEMBERS**

1. To attend all scheduled practices, scrimmages, and games.
2. To be prompt in attendance and when unavoidably delayed or absent to give the coaching staff proper notification (ie, phone call, etc.)

3. To treat the Association officers, team members, coaches, and officials with proper respect.
4. To handle the Associations property and equipment with care and consideration.
5. To conduct themselves in a responsible manner at all times.
6. To respond to all instructions and directives given by the coaching staff.
7. To assist in fund raising programs organized by or for the Association.

J. **GENERAL MEMBERS**

1. To meet all financial responsibilities promptly.
2. To file a true and accurate application for a Player Member
3. To treat all Association officers, coaches, General Members, and officials with proper respect.
4. To handle the Association's property and equipment with care and consideration.
5. To always conduct themselves in a responsible manner in accordance with the SSEYH Code of Conduct
6. To assist in fund raising programs organized by or for the Association.

## **ARTICLE VI - RULES AND REGULATIONS**

**A. BOARD OF DIRECTORS**

1. Any action by any member of the Board of Directors not defined in these By-Laws must be authorized or delegated by a majority vote of the Executive Board.
2. No member of the Board of Directors (Other than the Treasurer) may hold any funds belonging to the Association unless specifically authorized by the Executive Board.
3. A majority of the Board of Directors will be considered to be the majority of those members in attendance at any regularly scheduled meeting as defined in ARTICLE VIII. A minimum of fifty-one percent (51%) voting members (quorum) must be present.
4. Decisions reached by the majority of the Board of Directors at any regularly scheduled meeting will be binding on all members.
5. Vacancies on the Board of Directors occurring more than thirty (30) days prior to a scheduled election will be filled by an appointment made by a majority vote of the Executive Board.
6. The Board of Directors, with a two-thirds vote of all voting Directors, may remove any member from the Board of Directors, or coaching Staff, or any Player Member and/or General Member from the Association.
7. The Board of Directors term in office shall run from April 1st to March 31st of the following year.

8. The Board of Directors may make changes to the By-Laws with a two-thirds vote of all the Board Members per ARTICLE X.

**B. EXECUTIVE BOARD OF DIRECTORS**

1. Meetings will be conducted with the quorum present.
2. The quorum for the executive board will consist of a majority.
3. The Executive Board of Directors will work closely with the Program Directors towards the Association's defined purpose.
4. Will utilize the leagues website in an appropriate manner.
5. The Executive Board of Directors may not make decisions on their own that affect Player Members or General Members, either directly or indirectly, without approval of the entire Board of Directors.

**C. PROGRAM DIRECTORS**

1. Program Directors cannot solicit ice time nor financial aid for their own programs without the approval of the Board of Directors.
2. Program Directors will monitor team travel.
3. Program Directors will file an incident report with the Secretary of any injury suffered by a Player Member.
4. Program Directors may hold such off-ice meetings for Coaches and/or Player Members, as they deem necessary.
5. Program Directors may skate a Player Member of a younger age division in an older age division on a permanent basis with prior approval of the Board of Directors and concurrence of the Player Member's parents and/or guardian.
6. Program Directors may skate a Player Member of an older age division in a younger age division on a permanent basis with the approval of the Board of Directors and with the approval of Mass Hockey, conference, and all necessary governing bodies. This will be used only in exceptional circumstances and in accordance with all prevailing rules.
7. Program Directors will ensure that good judgment is used as to the age and ability in all competitive games and scrimmages.
8. Program Directors will monitor Player Member movement between divisions and team to team. They will ensure that these moves adhere to governing rules and regulations of applicable conferences.
9. Program Directors will create a list of eligible Player Members who may be called as substitutes for any other team. The list will be available to coaches well in advance of any games and the names arranged alphabetically. All substitutions will be done in accordance with conference rules, tournament rules or the governing bodies overseeing the game in question. All such substitutes will be submitted to the Program Director by the Coach with adequate notice.

10. Only Program Directors may move Player Members between teams on an as needed game by game basis.

**D. COACHING STAFF**

1. No member of the Coaching Staff has any binding authority within or for the Association, unless so authorized by the Board of Directors.
2. By request, any member of the Coaching Staff may attend any meeting held by the Officers of the Association.
3. Any member of the Coaching Staff may receive compensation from the Association for any service he/she performs for which the Association would normally be required to pay compensation.
4. Coaching Staff members will remain as voting members so long as they continue to make a worthy contribution of time and effort to the Association.
5. Coaching Staff members must help in the process of conducting Player Member tryouts as defined in ARTICLE XI.
6. Coaches will obtain any additional Player Members required for a game from their Program Directors as described in ARTICLE VI - Section C - Item 10.
7. Coaching Staff members may not move any Player Member from team to team without permission from their Program Director as described in ARTICLE VI. Section C - Item 10.
8. Coaches will be selected for a division following the elections. Coaches will not be assigned a team until after tryouts.
9. Coaches will complete all necessary certification requirements, including safesport and all required background checks, on time and in full as currently outlined by USA Hockey.
10. Coaches will report any injury to their Program Director.
11. Coaches will notify their Program Director of team travel.
12. Coaches will complete player evaluation form and return to program director prior to the following seasons try-outs.

**E. PLAYER MEMBERS**

1. Current Player Members will not become ineligible due to any revised rules or regulations adopted by the Association.
2. Current Player Members in good standing will be granted a leave of absence, and will not suffer any penalty, if such leave is a requirement to participate in any school program that he/she would otherwise have been ineligible to participate in had they been an active Player Member of SSEYH.
3. A Player Member will forfeit their membership and all financial investment, after a meeting with the Board of Directors, for any of the following reasons:

- A. Failure to meet financial responsibilities as set forth by the Association, without good cause.
- B. The use of foul or abusive language.
- C. Destroying, defacing or pilfering any property.
- D. Conduct in or around the rink unbecoming of a member of the Association.

**F. GENERAL MEMBERS**

- 1. General members are expected to be supportive of the Association in the achievement of the defined purpose.
- 2. A General Member will forfeit their membership and all financial investment, after a meeting with the Board of Directors, for any one of the following reasons:
  - A. Conduct in or around the rink unbecoming of a member of the association.
  - B. Failure to meet financial responsibilities as set forth by the Association without good cause.
  - C. Failure to meet mandatory fundraising obligations.
  - D. The use of foul or abusive language.
  - E. Destroying, defacing, or pilfering any property.

**ARTICLE VII - FINANCIAL POLICY**

- A. All Player Members will share equally in the financial responsibilities, as outlined by our tuition policy and any Executive Board approved tuition waivers, required to support the skating program.
- B. Any Player Member more than forty-five (45) days in arrears with their financial obligation will have their eligibility to participate in any program activity determined by the Executive Board of Directors.
  - i. Any member who has not paid in full from the prior year, WILL NOT be able to register for the upcoming year without settling prior year's debt.
  - ii. Outstanding balances – Members will be notified of delinquent payments and must pay in full or establish a payment plan with the Treasurer. Failure to do so, can result in termination from the program.
  - iii. Payments will be applied to outstanding balances first.
  - iv. If a player member has left SSEYH and still owes money, a letter will be written to the program in which the player is registered with indicating that the Mass Hockey Financial Release Form will not be issued. Not until the member is within good standing will the Financial Release Form be issued.

- C. All regularly scheduled ice time must be approved and contracted through the Association.
- D. The Treasurer will maintain an Association checking account to which all monies must be deposited promptly.
- E. The Treasurer and President will be empowered to draw checks on the Association checking account.
- F. All financial transactions must be approved by a majority of the Board of Directors if in excess of \$500 dollars, with the exclusion of equipment and apparel in which case any transaction exceeding \$250 dollars will need approval.
- G. All disbursement must be by check and must be payable to a firm or an individual. A check cannot be made payable to cash. Reimbursements by the Treasurer to Coaches for expenses incurred may be made by cash as long as documented in a ledger and signed off by the President.
- H. Registration fees and dues will be set at a reasonable cost by the Board of Directors.
- I. Registration fees are non-refundable.
- J. Multiple player member families will follow the below guidelines:
  - i. 1<sup>st</sup> player member pays full price including all fundraising activities.
  - ii. 2<sup>nd</sup> player member pays full price including all fundraising activities.
  - iii. 3<sup>rd</sup> player member only pays registration fee set forth by the SSEYH, and all fundraising activities.
  - iv. 4<sup>th</sup> player member only participates in the mandatory fundraising activities,

## **ARTICLE VIII - MEETINGS**

- A. The Board of Directors will meet at least once a month to conduct the business of the Association.
- B. The location of the Board meetings shall be determined at least one week in advance of the meeting.
- C. Annual Open Board meetings will be held in March. Prior notice of the meeting will be published to the Association website. In the event of unforeseen events the Board of Directors, at its discretion can push the Annual Open Board meeting to April if needed.
- D. There must be a majority of the Board of Directors present to be considered a duly constituted meeting.
  - 1. The order of business at each meeting will be as follows:
    - a. Reading by the Secretary and approval by the Board of Directors of the minutes from the previous meeting.
    - b. Treasurer's Report.
    - c. General Announcements
    - d. Registrar Report
    - e. Program Director's Reports with order determined.

- f. Old business.
- e. New business.
- 2. The President will preside at all Board of Director meetings and, in his absence, the Vice-President will preside.
- 3. All open meetings shall be presided over by the chain of command as listed above.
- 4. The Secretary will record the minutes of each meeting.
- E. The President or any majority of the Board of Directors may call such special meetings as are required to carry out the business of the Association. All General Members of the Association must be properly notified two weeks in advance.
- F. Roberts Rules of Order will prevail except when in conflict with established Association rules.

## **ARTICLE IX - ELECTIONS AND APPOINTMENTS**

- A. The Association will hold an annual meeting and election in March to fill such vacancies as will occur for any of the following reasons:
  - 1. All members of the Board of Directors will be elected annually.
  - 2. A vacancy in any office occurring for any reason within thirty (30) days of the date set for the annual election will be filled by the General Election process.
- B. Program Directors will submit to the Secretary a list of Member Coaches who are in good standing and currently contributing time and effort. This list, together with the list of active General Members (as previously defined) and Board of Directors, will form the electoral body.
- C. The Board of Directors will receive nominations of candidates for each elected position to be presented to the electoral body at the annual meeting.
- D. Any vacancy in an office for any reason more than thirty (30) days prior to an election will be filled by an appointment made by the majority of the Board of Directors.
- E. The new Board of Directors will be installed on April 1 at a joint meeting with the previous board.

## **ARTICLE X - GENERAL OPERATING PROCEDURES**

- A. Age divisions will be defined by the USA Hockey
- B. Eligible Player Members will be moved up at the end of the Spring Season to the next USA Hockey age group for the forthcoming hockey season.
- C. A skating program will be established for each season with supporting ice hours scheduled by the Vice President.
- D. The practice ice schedule for each age division will be set by the Board of Directors. The ice schedule will

be reviewed at each Board of Directors meeting to ensure equitable ice time for all teams.

- E. The Equipment Manager will seek multiple quotations for all new equipment in excess of \$250 dollars. An inventory of all equipment will be maintained, and a report given at each Board of Directors Meeting by the Equipment Director.
- F. Two teams will generally share each practice/skills ice hour.
- G. Ice hours which constitute the Association's skating programs are not generally sold to other associations. Entertaining another association's team on ice hours will be on an exchange ice basis. Exchanged ice time and facilities must be equal.
- H. The Registrar will maintain a master roster of currently active Player Members and it will be each Program Director's responsibility to insure that this roster is kept complete and accurate for Player Members in their division throughout the season. The Registrar will update the insurance roster annually.
- I. Ice schedules and distribution of ice time by age divisions will be based on the total number of Player Members registered in the age division for that season. The distribution must be adjusted for major changes due to dropouts or additions during the season. The Program Directors will work closely to control this situation. The Board of Directors shall be constantly aware of ice expense and ice income at each age division. Every effort should be made to maximize the amount of ice time per Player Member at a reasonable cost.
- J. In the Instructional (U6) and Mite (U8) Divisions no Player Member will be stereotyped into one position for the whole year. Each Player Member will be asked to take their turn in goal, forward, and defensive positions, so everyone has a chance to learn how to play every position.
- K. Mergers to allow other programs to join SSEYH will require a vote by all General Members.
- L. Modifications (Waivers) of player eligibility requirements to other programs will be at the discretion of the board as governed by Mass Hockey.
- M. The SSEYH By-Laws may be changed or amended by a two-thirds majority vote of the General Members present at an open meeting. A copy of the proposed changes will be emailed to all General Members a minimum of two weeks in advance of the open meeting. The proposed changes will be put to vote at the Open Meeting. If the vote is questioned it will immediately be followed by a secret ballot vote. By-Law changes can only be made with the aforementioned procedure.

## **ARTICLE XI - TRYOUTS AND TEAM SELECTIONS**

### **TRYOUTS:**

- A. Tryouts will be held as soon as practical after the conclusion of playoffs for all current teams each year.
- B. Tryouts will be run by the Program Directors and Coaches for their own age division per this ARTICLE.
- C. The range of evaluation assessments will be from A to D:
  - A . . . EXCELLENT, MASTERED THE SKILL SET.
  - B . . . GOOD, PERFORMS THE SKILL WITH AVERAGE ABILITY.

- C . FAIR, PERFORMS THE SKILL WITH DIFFICULTY.
- D . NEEDS IMPROVEMENT; CANNOT PERFORM THE SKILL.

- D. Player Members will not be allowed to tryout if any financial commitment or obligation has not been met.
- E. Only people directly involved with running the tryouts will be permitted on the ice.
- F. Program Directors of each division will direct their own tryouts in accordance with this article.
- G. If the evaluation sheets are lost, tryouts will be redone at the discretion of the Board of Directors.
- H. The Executive Board will oversee tryouts and ensure that they are conducted according to the By-Laws of SSEYH.
- I. Team size shall comply with applicable USA Hockey and Mass Hockey.
- J. Goalies will be selected by the Program Director and Coaching staff for each age division.
- K. Evaluation sheets will be signed by the evaluator at the bottom of each page in the place provided in ink. The evaluator should not have a relative of his or her own on the ice. If, for reasons beyond our control, there are not enough Evaluators to complete evaluations then someone with a relative on the ice could be allowed. If someone evaluating does have a relative on the ice because there are not enough Evaluators present at the tryout, that Evaluator will not enter a score for his or her relative. Each director shall have no less than three evaluators' for the tryouts and the first scrimmage. The director, with input from the coaching staff shall evaluate the player members for any additional scrimmages that are necessary.
- L. Any Player Member who misses tryouts will be placed on a team as determined by all the coaches and the Program Director of that division.
- M. The Tryout scoring will be divided into two sections:
 

Skill Scoring	20%
Scrimmage Scoring	80%
Total	100%
- N. The Executive Board of Directors will provide all the necessary ice time and help for tryouts.

**TEAM SELECTIONS:**

- A. In addition to the tryout scores, each player was evaluated by his/her current year's coach. Player Members will be assigned to a team based on a combination of their overall tryout scores and their current coaches' assessment. These placements will be made at the level directors' discretion along with Board of Directors approval.
- B. *Level Director will submit team placements for approval to the Board of Directors no later than the next scheduled Board of Directors Meeting. Teams will be announced and posted to the Association website no later than ten (10) days following that meeting.* The director will assign Player Members which they believe are best capable of competing at the team's level.

- C. In the event of multiple teams in any Division, every effort will be made to ensure that all the teams will have equal talent.
- D. Final team assignments will be presented to the Board of Directors by each Program Director.

**ARTICLE XIII - AMENDMENTS**

- A. The Board must provide the right to vote to parent(s)/guardians(s) of minor players, coaches and any other volunteers in the program in the process for nominations and election of Directors.
- B. No fewer than one (1) meeting per year must be open to all members of SSEYH
- C. A written financial report for the most recent year ending shall be presented to its members upon written request.
- D. Copies of the By-Laws and/or Constitution, Rules/Regulations, including methods of becoming an Officer or Director, method of selecting coaches, definition of membership and voting rights and a list of Current Officers and Directors must be made available to all parents, coaches, players and other members of the Association.
- E. SSEYH must Secure and Submit Individual Membership Registration forms (IMRs) for all members and prepare team rosters for all teams.

**CHANGE TRACKING**

<b>Version</b>	<b>Updated By</b>	<b>Status</b>	<b>Changes</b>	<b>Approved</b>
revised final copy (6)	Gunning	N/A	N/A	3/25/21 Open Board
6.1	Dever	N/A	Updated board members/roles	3/24/22 Open Board Meeting
6.2	Dever	Active	Updated board members/roles	3/30/23 Open Board Meeting