

Somerset Youth Hockey Association

Mission Statement: It is the goal of the SYHA to foster and promote a winning spirit in each of its members that can be used in all aspects of life.

Purpose:

1. To encourage, promote, improve, and aid in the development of amateur ice hockey in the Somerset Area.
2. To give the youth in the Somerset Area the opportunity to participate in an amateur hockey at appropriate skill level.
3. To foster social development and peer interaction through team play.
4. To teach leadership, responsibility, good sportsmanship, and principals of fair play.
5. To ensure proper coaching and training to promote physical and mental development
6. To demonstrate accountability, and safety through the proper use of equipment and facilities.
7. To encourage parent involvement and better understanding of the principles of hockey, including those values of sportsmanship and fair play.

Membership

All parents with children enrolled at any level Atoms-Bantam are members of SYHA. No skater will be allowed to have more than one adult with voting rights. Membership can be revoked if the parent has been proven to act in an inappropriate manner. This includes but is not limited to promoting good sportsmanship, and fair play. Any adult wanting to participate with the association guidelines may purchase a membership for \$50.00 per year.

Family as defined by SYHA shall be: Father and or Mother and or guardian and the children of either, whether natural, adopted, or foster which reside full or part time with the parent, parents or guardian. The child or children must be under the age of 19.

To be in good standing with SYHA all paperwork, fees, and equipment must be properly supplied.

In no way shall the activities of the SYHA involve propaganda or other means of attempting to influence any personal or political campaigns.

Board Members and their Duties

- President:** Shall be the Chief Executive Office of the SYHA. He/She will preside over all meetings, special meetings, takes on primary responsibility for the business organization, and bring major new issues/policy changes for SYHA.
- Vice-President/ Register:** Shall function as the president in his/her absence. He/she shall also be responsible for all registration forms required by USA Hockey and WAHA.
- Secretary:** Shall maintain accurate minutes of the organization, post minutes on bulletin board for public, and helps maintain SYHA data base.
- Treasurer:** Shall be responsible for the funds of SYHA, report monthly to the board with a current and accurate financial statement, organizes papers for taxes, files all non-profit papers as required.
- Fundraiser:** Shall organize and promote any event dealing with raising money for SYHA. Events can include concerts, ice fishing tournament, advertising boards, raffles, but is not limited to these events. Upon the completion of each event a full financial report will be given to the board.
- Concession:** Shall be responsible for operation and management of concession stand and reporting financial statement monthly to the board. This includes ordering supplies, scheduling volunteers/hire help to ensure the stand will be open at all hockey related events, handling of money.
- Tournament Director:** Shall be responsible for organizing, promoting and conducting all tournaments sponsored by SYHA. If director is unable to be at a scheduled tournament he/she shall be responsible for finding an appropriate replacement to be in charge of event. He/She shall be responsible for the continuation of annual invitational tournaments and for ensuring guidelines, rules, and procedures for teams, including conduct of teams and awards.
- Scheduler:** Shall be responsible for attending annual scheduling meeting with other teams in league and is in charge of ensuring SYHA is involved with a league. This will involve blocking ice time for those scheduled games, and practices for each SYHA age level and insuring SHS gets required time. Anytime a team will not be at a scheduled ice, they will need to report to the scheduler ASAP. He/She shall fill the rest of the ice time by selling ice to other associations, and open the ice for skating. He/She will keep all managers aware of tournaments, practices, and open ice. Open ice times will be posted on website, bulletin board, and given to each team manager.
- Equipment Manager:** Shall be responsible for recording all equipment handed out and returned. This will include holding deposit checks, and returning or depositing checks given circumstances. He/She shall set and publicize equipment hand out and hand in dates via bulletin board posting, SYHA website posting, and given to each appropriate team manager.

Executive Board Members

Executive Board shall consist of 5 regular board members: President, Vice President, Secretary, Treasurer, and Tournament Director. No Executive Board member shall miss more than 3 meetings in one given year. SYHA President shall be able to call emergency board meeting consisting of Executive Members if he/she feels it necessary. Any motion can be called and passed by the Executive Board.

SYHA Board Guidelines

Section 1

Only members in good standing who have been members one or more years may be nominated and elected to board. All nominations will give done at April meeting and voting will take place at May annual meeting. Each family will be allowed one vote.

Section 2

The board shall consist of 9 members.

Section 3

A quorum of the SYHA Board shall consist of a majority of the regular members of the Board.

Section 4

No indebtedness shall be contracted on behalf of the organization unless authorized by a resolution of the full SYHA Board.

Section 5

The Board shall meet on the first Wednesday of each month. All meetings shall be open to all SYHA members in good standing. All minutes of meeting shall be posted within one week.

Section 6

The annual meeting shall be held on the first Wednesday of May in the offices of the SYHA. All members in good standing are welcome to the annual meeting. Annual meeting is the designated time for all elections for SYHA.

Section 7

The President and at least 2 Members of the Executive Board can call special meetings without other SYHA board members. Notice of special meetings shall be in delivered to each board member allowing at least 2 days notice.

Section 8

If for any reason an elected Board member is unable to finish his/her term it is the remaining Boards duty to appoint a replacement for the duration of that term.

Section 9

None of the SYHA Board members are to be compensated in any manner for his\her duties as a board member.

Section 10

The Board shall be responsible for creating a Coaches Committee.

Coaches Committee

The board shall appoint the Coaches Committee Coordinator. The coaches' committee members will be selected by the coordinator of the committee. Each member of the committee will be responsible for a team in the association. The object of the coaches committee is to staff each team with qualified coaches and to insure coaching consistency throughout all levels in the association. The committee duties are as follows:

1. Develop an application form for those who want to be a SYHA Coach.
2. Ensure all adults on the ice have the appropriate USA Certification
3. Ensure all proper background checks have been run on Coaches.
4. Develop a Coaches Handbook describing the expectations for practices, game ratio, and skills that should be mastered at each team level.
5. Develop a try-out evaluation form, explain form to coaches, and post evaluation at least 2 weeks prior to try-outs for public viewing.
6. Arrange for judges to evaluate skaters during tryouts.
7. Listen to any concerns parents may have regarding his/her child's team.
8. Watch coaches and how they run practice in order to make sure that the SYHA coaching program and philosophy is being followed.
9. Provide any support to Coaches—discuss practice schedules, suggest drills, appropriate discipline, etc
10. The SYHA board shall first approve all recommendations, and evaluation forms.

Coinciding with the idea of coaching consistency is player development and participation. Except for disciplinary action, playoffs, or situational play (i.e. last 2 minutes of the game and your down by one) the coach will play all players equally throughout the regular season.

A. Coaches Committee Coordinator

The position of coaching coordinator shall be used to ensure consistency and player development throughout the youth system. The coaching coordinator will be in charge of making sure that there is a natural progression of development from age group to age group. This person will be the head high school hockey coach. If the head high school coach does not wish to participate as coaching coordinator, the SYHA will vote on a list of suitable candidates.

B. Coaches Selection

The process of selecting a coach will be as follows:

Coaching candidates will submit a written application and background check. Application forms will be posted on the SYHA web site and should be submitted by August 1st. The coaches committee will recommend candidates to the board for approval at the September meeting. The coaches committee will be responsible for providing evaluation and feedback for coaches during the season and in a post-season report on May 15.

C. Coaches Training

The committee will follow any guidelines instilled by the Wisconsin Amateur Hockey Association and/or USA Hockey for coaching qualifications. SYHA will pay half of the cost of each coach's certification through level 4. Once the coach has successfully completed the training and provides the coaches committee with proof of passing, SYHA will reimburse the coach of his/her cost.

Attending all coaching seminars put on by the coaches committee is required. Seminars will include discussion on philosophy, discipline, and other coaching topics. Also, a coaching contract will be signed at this time, and all coaches must abide by the coaching contract. The contract will list expectations and will be posted on the SYHA web site. Variance from the contract could be grounds for dismissal from coaching duties. Contract must be signed before season begins.

D. Practice/Game Ratio

Coaches must keep no less than a 2 to 1 ratio of practices to games. This would not include post-season tournament play. Also, a controlled scrimmage would count as a practice, not a game. In a controlled scrimmage score would not be kept and the coach would be on the ice directing his/her players. It is recommended that games and practices be spread evenly throughout the season. To help meet this ratio, the coaching committee recommends and encourages the use of outdoor ice when available.

E. Number of Games

At the Atom Level, the following guidelines will be adhered to:

- 5 games (minimum)
- 1 home jamboree
- 2 away jamborees
- 12 total games (maximum)

At the Mite Level, the following guidelines will be adhered to:

- 10 games (minimum)
- 1 home tournament
- 3 away tournaments
- 30 total games (maximum)

At the Squirt Level, the following guidelines will be adhered to:

- 20 League/Non-League games (minimum)
- 1 home tournament
- 3 away tournaments
- 40 total games (maximum)

At the Pee wee Level, the following guidelines will be adhered to:

- 30 League/Non-League games (minimum)
- 1 home tournament
- 5 away tournaments
- 60 total games (maximum)

At the Bantam Level, the following guidelines will be adhered to:

- 30 League/Non-League games (minimum)
- 1 home tournament
- 5 away tournaments
- 60 total games (maximum)

*** The number of league games may change the # of non-league games or tournaments.**

F. Number of players per team

The ideal # of players per team is 15. The composition of those players is as follows:

9 Forwards
4 Defenseman
2 Goalies

*** These numbers may change depending on what our numbers are at a particular age level. The least number of players a team may have is 11.**

G. Players moving up

Players will be allowed to tryout for the next level, but with a few stipulations in mind. A player may only move up a level if:

1. They have three letters of recommendation written by their previous coach, the potential current years coach, or by a third party.
2. The player must make a decision before the tryouts and once the player goes through tryouts for the next level, they cannot move back down to their previous level. For Example: If a player decides to move up to peewees, once he or she goes through the tryout, he or she cannot move back down to squirts regardless if he or she makes the peewee A or peewee B team.
3. The player must play that year on whatever team he/she makes (A, B, C, or in-house) within the level tried out for.

Teams and Tryouts

Teams and Ages

All teams shall be grouped according to the player's age as determined by USA Hockey guidelines. Age is determined by the player's age beginning Jan.1 of the given year. IE: If the player turns 9 Dec. 31 he/she will be required to move up to Squirts. Each player is required to provide proof of age in the form of a copy of his/her state issued birth certificate. Prior to the first scheduled game this paperwork must be turned in. Failure to do so will result in the player sitting out games until proper documentation is received.

Team Names and Ages

Atoms—First year skaters, or anyone under the age of 6
Mites—Under age 8 before Dec. 31
Squirts—Under age 10 before Dec. 31
Pee Wees—Under age 12 before Dec. 31
Bantams—Under age 14 before Dec. 31

Players may play in an age group above his/her level **NOT BELOW**. The exception would be any player with a doctor's note, SYHA Board Approval, parental written request, and proper USA Hockey authorization. The coaches committee has the responsibility to put players in the appropriate grouping. Parents/Players **DO** have the right to refuse moving up a level if the coaches ask them to do so.

Tryouts

2 weeks prior to the beginning of the season the players will be offered the opportunity to participate in a Fall Hockey Clinic. This is not required but will help the players get their legs back under them to prepare for tryouts. The coaches committee or an appropriately qualified skating instructor shall run the fall clinic.

Tryouts will immediately follow the Fall Clinic and will be organized by the coaches committee. The coaches committee will appoint a selection committee that will judge at tryouts. The selection committee will include 3 qualified 3rd party judges. The Coaching Committee Coordinator will review all final rosters. The selection committee will use a grading scale to evaluate players, and the teams will be selected from the top down, according to the team size determined by the coaching committee. The initial team members will be those determined by the selection committee. Each participant will be assigned a number and teams will be posted at the arena by number on the last day of tryouts. Roster changes can take place up to the WAHA deadline. The process of moving player is as follows: the coach confers with the coaches committee and if the committee agrees, the entire group petitions the SYHA board for approval.

If for any reason the skaters do not understand a drill it shall be explained again. All skaters will be given the opportunity to fully understand each required drill.

NO parent of any skater shall be involved in his/her child's process. No parent will be a judge or on ice leader of his/her child. A parent can participate in the try-out process of other age group try-outs. IE: A parent of a Mite will NOT have anything to do with the try-out process at the Mite level. However if this parent is qualified to help in the try-out process for the Bantam level, he or she is able to do so.

Everyone is able to view an evaluation form prior to tryouts. After the evaluations are done and teams are determined the evaluation forms will **not** be viewed by anyone other than the tryout committee. Parents **DO NOT** have the right to see their players evaluation.

Rosters shall be posted on the last day of try-outs. Each player/parent will be called by their coach prior to their first meeting. No other player shall be discussed during phone calls.

SYHA understands that there is always some controversy when children are required to try-out for any team. It is possible that you may be dissatisfied with the outcome of try-outs but here are some of the facts of this process.

1. An increase in the number of skilled skaters is good for everyone involved with SYHA. Everyone will benefit from an increased number of SYHA members.
2. Tryouts are honestly and fairly done with great care and supervision. Anyone has the right to disagree with the results however; as long as the evaluations are done in good faith they will be final.

3. In accordance to W.A.H.A. hockey rules no player shall be listed on more than one team. IE: a player on Bantam 1 cannot also be on Bantam 3.
4. If for some reason a player is not able to compete for an entire season the coach can request the coaches committee review tryout evaluations and move a player up accordingly. However, once this player has moved up it is NOT possible for him/her to go back down.
5. It is possible for a player to be listed on 2 different levels. IE: a player on Mite A could also be on Squirt B.
6. At times it may be necessary to roster players not actively skating with the team for post-season tournament play. For example if a player was moved up to JV or Varsity, if he/she is still rostered with the Bantams they would have the opportunity to come and participate post season. Conversely, if a Mite A with the Squirt B it would be possible for the Mite A to play with the Squirt B come post-season if necessary.

If you as a parent feel that any of this process has been compromised bring your grievance to the board. The board will review your complaint and offer a resolution. Be aware that the tryout process and decisions made by the qualified hockey instructors will be upheld.

Each team shall have a Parent liaison or manager. This is the person with whom parents are to talk over any issues he/she may have. At any point any parent has the right to bring issues to a board member if he/she feel that an issue is not being resolved.

Parents Codes of Conduct

1. Remember you are your child's role model—set a good example. Try to be supportive, patient, and understanding.
2. Encouraging your own child will encourage the entire team. Stress the importance of group efforts.
3. Leave the coaching to the coaches. Remember they volunteer their own time to help all of the children. The coach needs your support because the children look to him/her on the ice for direction. Do not confuse the children by undermining the coach's instruction and orders. **DO NOT** confront coaches with problems in front of players during games or practices.
4. Appreciate the officials and the job they are doing. Your attitude toward the officials is the attitude your child will develop. **DO NOT** belittle referees.
5. Profanity, personal criticism, and abusive language or conduct has no place with the development of SYHA players. Not on or off the ice. Often time people have misunderstandings or differences of opinion, it is part of life, and your job is to teach our children how to handle these situations. No matter how close the call may be or how mistaken a judgment may have been there is no tolerance for unbecoming conduct.
6. SYHA will only be as good as the positive support you can give. **GET INVOLVED.**
7. Never forget you are the one your child will follow. Be sure you are teaching your child to be fair and understanding.
8. The image of youth hockey and SYHA is directly related to the manner in which you conduct yourself in public at all hockey games and functions. If your conduct is such that it is damaging to the intent of this program and SYHA, the Board reserves the right to terminate your membership.
9. Attend as many games as possible
10. Leave all reprimanding to the coaches during games and practices. The Coach may want to discuss behavior with you or if you have concerns about YOUR skater's behavior take time away from the situation to discuss the issue.

11. **Do Not** disturb players or coaches on the bench during games.
12. If you have an issue regarding the coach for your team please see your parent liaison or team manager. They can discuss things with the coach.

Player Responsibility

1. The hockey game is fun for you. If you do not love the game or have fun on the ice you should not be playing
2. If you want your opponent to respect you, then it is important for you to respect him/her.
3. Team efforts are more important than individual efforts. Your team will be more successful if you work toward one common goal together.
4. Once the referee has made a decision, you are required to respect that decision. You may not use any verbal criticism or gesture that implies the same disrespect.
5. The rules of the game are designed to allow the game to be played. When they are violated the game is in danger. Do not forget that most of the people out on the ice with you are volunteering their time—appreciate it don't take it for granted.
6. Winning is fun and should be celebrated as long as there is no disrespect directed at the opposing team.
7. Swearing, nasty language, or gestures will not be tolerated.
8. Attendance at all practices and games is expected. You must call your coach or team manager if you are going to miss.
9. Treat everyone fairly no matter gender, color, ethnicity, religion, or economic status
10. Abstain from the use of tobacco, alcohol, or performance enhancing drugs.
11. Regularly seek ways of increasing your athletic development and self-awareness.
12. Participate in a manner that ensures safety of athletes, coaches, and officials.
13. Respect other athlete's dignity—verbal, or physical behaviors that constitute harassment or abuse are totally unacceptable.

Actions that require immediate disciplinary action

1. Any instigating or fighting during games or any hockey related event.
2. Any use of the stick with the intent to harm or injure another player
3. Any use of alcohol or drugs while a member of SYHA during hockey season
4. Use of vulgarity in language, gestures, or insinuations of any kind
5. Talking back to any coach or referee
6. All disciplinary actions will be IN ADDITION to WAHA actions.

Disciplinary Actions

Step 1: Coach gives skater a written warning and copies are forwarded to the parents and SYHA Board.

Step 2: Coach gives skater one week on suspension and a 2-month probation with written report to skater, parents, and SYHA Board.

Step 3: Written report given to the Board for review to consider length of suspension, probation, or possible expulsion from SYHA. Board will forward decision to parents and skater.

At any point if a skater is involved in a major altercation Coaches have the right to impose immediate suspension followed by a SYHA Board review. Parents do have the right to bring any questions regarding a disciplinary action taken by the coach to

the Board. However, it should be understood that the Board fully supports all of its coaches at all times.

Coaches Responsibility

The most important responsibility of a coach is to assure that the child is enjoying and learning the game of hockey. Each coach will be provided with a Coach's Kit created by the Coaches Committee. It is the job of the coach to review and follow each of the guidelines set by the committee and approved by the SYHA Board.

1. A good coach has a sound knowledge of hockey and the ability to transfer that knowledge to his/her players
2. Coaches must have their practices planned ahead and know what they are going to do before they get on the ice.
3. Coaches who share ice-time together should talk about planning full-sheet drills
4. Coaches need to choose a manager they can work with comfortably
5. Coaches should make an evaluation of each skater in the middle and end of the year to be passed to the parents.
6. The coach should have every player set realistic goals for themselves.
7. Coaches should make sure that the parents feel part of the program
8. Coaches should not argue with the officials
9. Coaches should encourage dry-land training.
10. Coaches are responsible for safety of all players
11. Coaches must ensure players are mentally and physically ready for each game
12. Coaches need to stress team play not individual achievements
13. Coaches will discourage name-calling, heckling, or any other unsportsmanlike conduct.
14. Direct constructive criticism toward the performance not athlete
15. Consistently display high personal standards of behavior and sportsmanship
16. Abstain from the use of tobacco while in the presence of players
17. Abstain from the use of alcohol before an hockey related event
18. Ensure the activity being undertaken is suitable for the age, experience, ability, and fitness level of the athletes and educate them as to their responsibilities in contributing to a safe environment.
19. Treat opponents and officials with respect and encourage your players to do so as well.
20. In the case of minors, communicate and co-operate with the parents or guardian in helping them become the best athlete possible.
21. Be aware of the many pressures placed on athletes as they strive to balance the physical, mental, and emotional aspects of their lives and conduct practices and games in a manner so as to allow optimum success.
22. Coaches need to understand the goals of the athletes take precedence over their own or those of their own child. Remember to do what is in the best of each individual skater and for the team.

Coaches Immediate Dismissal

1. At no time can there be a sexual or intimate relationship with any skater.
2. At no time will there be verbal or physical behaviors that constitute harassment
3. Never advocate or condone the use of tobacco or alcohol by minors

4. Never provide under age athletes alcohol
5. Never suggest the use of performance enhancing drugs.