



River Falls Youth Hockey Association Policy Handbook

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Section 1. Mission Statement

River Falls Youth Hockey Association (RFYHA) strives to provide an opportunity for youth in the River Falls and surrounding areas to participate in an organized hockey program that promotes an educational, fun, challenging and safe hockey experience. We offer each player an opportunity to participate to the best of their ability, with the goal of long-term growth and development in an environment that fosters integrity, teamwork and good sportsmanship.

Section 2. Organization and Affiliation

2.1 River Falls Youth Hockey Association (RFYHA)

RFYHA is a Wisconsin non-profit, tax exempt corporation dedicated to promote hockey for the youth in the community. RFYHA was organized in 1967 and is classified as a Division 2 association in the Wisconsin Amateur Hockey Association (WAHA) Region 6, and a guest in Minnesota Hockey. River Falls is recognized as a leader in hockey in Western Wisconsin.

RFYHA was founded by Howie Nelson and Bob McCutcheon. They agreed to maintain the college ice in exchange for ice time for the youth organization. This later promoted the means to construct our first set of hockey boards.

In the fall of 2002, RFYHA members opened the Wildcat Centre, our own indoor ice facility. The Wildcat Centre is solely owned and operated by the RFYHA and 100% volunteer run.

2.2 RFYHA Board of Directors

The RFYHA is governed by a board of directors which is elected from and by RFYHA members.

- Consists of 12 members, with 3 year staggered terms, and 4 positions open each year.
- Officer positions include President, Vice President, Secretary, and Treasurer. The board of directors selects the officers of the board.
- Positions are not paid and are on a volunteer basis.

The RFYHA Board of Directors responsibilities include:

- Transact all business and affairs of the association.
- Establish procedures and rules of order for meetings.
- Arrange an annual meeting and publish a notice to all members of the time and place.
- Maintain a set of policies, list of committees with responsibilities, and codes of conduct for players, coaches, and parents.
- Set association league membership.

2.3 USA Hockey

USA Hockey, Inc. is the national governing body for the sport of hockey in the United States. USA Hockey's mission is to provide an innovative grassroots foundation for the growth and development of



hockey, designing programs aimed at increased participation, improved skills and a responsible environment for the conduct of youth hockey.

2.4 Wisconsin Amateur Hockey Association (WAHA) – Region 6

WAHA is the parent organization for Wisconsin Hockey. The purpose of WAHA is to:

- Encourage, improve and promote the standards and extent of hockey in the state of Wisconsin.
- Conduct ice hockey tournaments and to select representative teams for competition in regional and national tournaments.
- Encourage youth in the development of high school hockey.
- Do any and all acts necessary or desirable in the furtherance of the foregoing purposes.

The members of the WAHA are composed solely of organized amateur ice hockey teams and leagues, all, or a majority of which, are in Wisconsin. WAHA is a member of USA Hockey and adheres to its regulations. It is the sincere hope of the WAHA that ice hockey in Wisconsin will grow, and that our organization will not only be a good one, but that eventually, through hard work, it will be one of the best.

RFYHA is a WAHA Division 2 member. Divisions are decided by WAHA based on the number of players in the program, facility, number of trips to the state tournament, and the number of wins at the state tournament.

2.5 Minnesota Hockey – District 2

Minnesota Hockey is the governing body for the game of hockey in the state of Minnesota. RFYHA is considered a guest in this relationship and is granted membership on a yearly basis. RFYHA traveling teams may participate in Minnesota Hockey District 2 league play due to the proximity of games.

Section 3. Programs

RFYHA offers multiple programs for youth from ages 4 to 14.

3.1 Learn to Skate (youth ages 4-7)

The purpose of the Learn to Skate (LTS) program is to introduce kids to the fundamentals of skating. RFYHA offers LTS to boys and girls that have not skated with RFYHA before and are located within the River Falls, Ellsworth, and Prescott school districts. Additionally, LTS provides all necessary equipment at no cost and offers on-ice sessions that focus on:

- Standing on the ice with skates.
- Basic balance and movement.
- Basic skills of ice skating.
- Having fun on the ice.

The Learn to Skate program has limited availability and is offered to 60 community youth (30 girls and 30 boys) on a first come, first served basis.

3.2 Mite/8U Boys and 8U Girls (ages 4-8)

The primary focus at this level is developing player skills, following the USA Hockey American Development Model (ADM) program that emphasizes skating basics, puck skills and small area games. Players with similar abilities are grouped into 4 levels based on skill; with level 1 for beginners to level 4 as the most advanced. Returning mites/8U girls/8U boys begin the next season at the level they completed the prior season and should keep their jersey for the following year.

3.2.1 Practices

Practices are divided into Level 1, Level 2, and Levels 3 and 4 (depending on total players per level and skill assessments). Each level averages 2-3 days of ice per week. Each player receives a jersey to use based on their skill level.

3.2.2 Player Progression

During the season, the Mite Coordinator(s) conduct at least 2 blind assessments that determine if a player has met the standards for progression. A player is only able to move to the next level when they pass all required skills at the current level. Parents receive a copy of their player's assessment results. When a player progresses to a higher level, they receive a new jersey and must turn in their prior level jersey. For any questions regarding player progression, contact the Mite Coordinator.

3.2.3 Games and Jamborees

Starting after December 1st, Levels 3 and 4 are allowed to play up to 5 home games/Jamborees with other communities and 10 away games/Jamborees within a 30 mile radius.

All Level 1 and 2 games are cross ice and do not include goalies. Level 3 and 4 games are cross or half-ice and may include goalies. The goalie position is on a volunteer basis and rotated between players as full-time goalies are not allowed. The goalie equipment is provided by RFYHA.

3.3 Squirt/10U Boys (ages 9-10)

Squirt/10U Boys continue to learn and develop fundamental skill growth (edgework, passing stick handling, transitions, etc.) and introduce team play concepts (off sides, icing, zone entry, zone coverage, etc.). Players do not need to know how to skate to join Squirt/10U Boys.

Practices at the beginning of the year include all Squirts. Tryouts are held in October for team placement (see Hockey Policies section for further details). The number of Squirt/10U teams RFYHA rosters depends on the number of players that enroll each year. Once team placements occur, most practices include all Squirt/10U teams.

3.4 10U Girls (ages 9-10)

10U girls continue to learn and develop fundamental skill growth (edgework, passing, stick handling, transitions, etc.) and introduce team play concepts (off sides, icing, zone entry, zone coverage, etc.). Players do not need to know how to skate to join 10U Girls. Starting at the 10U Girls level, RFYHA co-ops with the Baldwin Hockey Association and this partnership continues throughout high school play.

Practices at the beginning of the year include all 10U Girls, and are held at both River Falls and Baldwin ice arenas. If tryouts are needed, they are held in October (see Hockey Policies section for further details). The number of 10U Girls teams RFYHA/Baldwin rosters depends on the number of players that enroll each year. Once team placements occur, most practices include all 10U Girls teams.

3.5 PeeWee/12U Boys and 12U Girls (ages 11-12)

The PeeWee/12U Boys and 12U Girls follow the same development focus as the Squirt/10U Boys and 10U Girls, but with a stronger emphasis on hockey skills and team play. There are players who first join the program as this level, but it takes significant effort and practice to comfortably participate on an equal level with existing players. Practices and tryouts follow the same approach as Squirt/10U Boys and 10U Girls.

3.6 Bantam/14U Boys and 14U Girls (ages 13-14)

The Bantam/14U boys and 14U girls are the highest level of players in the youth hockey program and precede the high school JV and Varsity programs. Skill refinement and team play continue; for Bantam/14U body checking is also introduced. Practices and tryouts follow the same approach as Squirt/10U boys and 10U girls and PeeWee/12U boys and 12U girls.

Section 4. Hockey Policies

4.1 Scheduling

As a member of the Minnesota Hockey District 2, RFYHA must adhere to the Minnesota Hockey District 2 policies and guidelines. There are a maximum number of games, tournaments, practice minimums and required days off. Co-op teams follow the higher maximum games of the associations in the co-op.

Level	Maximum Games (per season)	Tournament Maximum (per season)	Practice Minimum (per season)	Required Days Off (per week)
Mites/8U Boys/8U Girls: L1 and L2	4 Cross-ice	3	50	4
Mites/8U Boys/8U Girls: L3 and L4	12 Half-ice	3	50	4
Squirt/10U Boys	27	3	54	2
10U Girls	27	3	54	2
PeeWee/12U Boys	32	4	64	2
12U Girls	32	4	64	2
Bantam/14U Boys	34	4	68	1
14U Girls	34	4	68	1

Game Breakdown by Level	Minnesota Hockey Division 2	Tournament Games*	Manager Scheduled	Total
Mites/8U Boys/8U Girls: L1 and L2	0	9	4	13
Mites/8U Boys/8U Girls: L3 and L4	0	9	12	21
Squirt/10U Boys	16	9	2	27
10U Girls	16	9	2	27
PeeWee/12U Boys	16	12	4	32
12U Girls	16	12	4	32
Bantam/14U Boys	16	12	6	34
14U Girls	16	12	6	34

*Assumes maximum tournaments and 3 games per tournament.

- The season begins mid-October and ends at the state tournaments in mid-March.
- Teams may play in as many scrimmages as desired for player and team development.
 - A scrimmage is defined as not using the clock or scoreboard, no referees, and coaches are on the ice.
- Any team not playing in Minnesota Hockey is still held to the game maximum and practice minimum specific to the level.
- All teams must maintain a minimum 2:1 practice to game ratio.
 - All additional games must adhere to the 2:1 practice to game ratio.
 - For any additional games over the total, 2 practices must be scheduled for each game.
 - Any additional games must be approved by the on-ice director.
- Tournament games are included in the season maximum number of games.
 - Regional playoff games and State Tournament games are the exception and do not count towards the maximum game limit.
 - Any additional tournaments must be approved by the on-ice director.
- All teams participate in their home tournaments.

4.2 Practices

- A coach or SafeSport certified, background checked, and USA registered adult must be present in the locker room 20 minutes before and 10 minutes after all practices. Players are not supervised before or after this time. Parents must ensure their player does not arrive before or after the outlined timeframes, unless otherwise noted by the coach.
- Additional ice resources, when available, are leveraged to support practice to game ratio goals.
- In March, transition practices are scheduled for players moving to another level. Players remaining in their current level practice with players moving to that level the next year.

4.2.1 Additional Ice Time Requests

Ice schedulers communicate available ice time to managers and head coaches on a monthly basis. Requests for additional ice time prior to the release of available ice time will be denied. A new request must be placed once ice time has been released.

Requests for additional practices and scrimmages are submitted through the on-ice director and granted in the following order:

1. Teams that are below or in jeopardy of not achieving the 2:1 practice to game ratio.
2. First come, first served.

4.3 Tryouts

At the beginning of the season, tryouts are conducted over several days and led by the Association of Coaching and Education (ACE) committee. The Director of Hockey, who is the vital link between RFYHA and USA Hockey's coaching education program, selects impartial, non-association member individuals with extensive hockey backgrounds to form the ACE committee to evaluate players. Tryouts are for team placement only as RFYHA does not cut players from the program.

4.3.1 The Director of Hockey

Prior to tryouts, the Director of Hockey:

- Selects a team of on-ice coaches for each level to conduct the pre-tryout clinics and the tryout sessions. One person is designated as the lead coach.
- Appoints the tryout evaluation team. These unbiased individuals do not have any ties to the level they evaluate and complete a ranking of the players.
- Approves drills used during tryouts.

4.3.2 Tryout Process

- Each level has 3 scheduled, formal tryout sessions.
- On the first day, every player is assigned a tryout jersey and a number that they use for the duration of tryouts.
- Tryouts include age appropriate skill drills and game situation activities (including scrimmage time).
- Players are evaluated on skating skills, puck control and general game play.
- Tryouts are closed to spectators. All non-participants must remain in the lobby.
- Following the final tryout session, the evaluation team meets to determine the final rankings/rosters.
 - After the final tryout session, a minimum of 3 days is left unscheduled to allow for the placement meeting.
 - After the placement meeting occurs, the team assignments are announced online.

4.3.3 Special Circumstances

- Position Specific Tryouts

- The position played on the first day of tryouts is the position the player is evaluated on.
- For PeeWee/12U Boys/12U Girls and Bantam/14U Boys/14U Girls levels, if a player tries out as a goaltender, it is assumed a commitment is made to play goalie for the season.
 - At the Squirt/10U Boys/10U Girls level there are not goalie specific tryouts. All players must skate out for tryouts as there are no full time as goalies. Players rotate in this position, depending on the number of interested players, based on head coach discretion.
- Injury and Illness Policy
 - Players unable to attend tryouts due to injury or illness are accommodated.
 - An injured or ill player must provide a medical report or physician's note that indicates any limitations.
 - If the player is unable to participate, the Director of Hockey contacts the player's previous coach for their opinion. With this recommendation, the Director of Hockey makes the team placement decision.
- Absences
 - Prior to the scheduled ice time, report any tryout absences to the on-ice hockey coordinator.
 - Unexcused absences affect the player's evaluation rating.

4.4 Player Movement

In all situations, the RFYHA Board reserves the right to balance the number of players per team, determine the number of teams at all age classifications and oversee the movement of players in the best interest of the association.

4.4.1 Transfer In and Out

Any player is welcome to play for RFYHA provided that their family resides within the school district of River Falls, Prescott or Ellsworth. If a player's family resides outside of the RFYHA boundaries, a written release from the neighboring association is required.

Any player that chooses to leave RFYHA and play for another association while still living within the RFYHA boundaries must request a letter of release from the RFYHA Board. The RFYHA reserves the right to deny such requests.

RFYHA adheres to WAHA rules and regulations which prevents tryouts, releases or acceptance of players (released or not) at any level.

4.4.2 Playing at a Higher Age Classification

While some players may be more skilled at a particular age than others, RFYHA agrees with USA Hockey that the overall makeup of a player, including emotional, social and physical development is best served by having them progress normally through the established age classifications.

RFYHA recognizes situations may arise beyond the normal scope of this policy and may approve moving a player up. However, first and foremost, the player's physical safety and emotional well-being is considered and any change will not compromise the make-up of the two age classifications involved.

4.4.2.1 Request by a Parent for a Player to Tryout at a Higher Age Classification

- Only players that participated in the highest level of the previous year's level are eligible to request movement to the next level. Highest level is:
 - Mite/8U Boys/8U Girls Level 4
 - Squirt/10U Boys/10U Girls A
 - PeeWee/12U Boys/12U Girls A
- The parent must make the request in writing to the RFYHA Board and the Director of Hockey no later than June 1st of the upcoming hockey season (that begins in Sept/Oct). The request must include the reason for moving the player to the higher level.
- The Director of Hockey meets with the player's previous year head coach and the on-ice hockey coordinator to make a recommendation to the RFYHA Board for approval or denial.
- After final registration is complete, the RFYHA Board reviews the recommendation individually. This process is done after registration is complete to take the final numbers into consideration.
- Prior to 10 days before tryouts, the RFYHA Board vote to approve or deny the request.
- The player is eligible to tryout at the level of play that is approved for the player. Additionally, the player also must tryout at their age-appropriate level as no assumptions to level of play are made prior to tryouts.
- All players are required to pay the registration fee for the higher level.
 - If the player makes the higher level, they play at that level and the registration is paid in full.
 - If the player does not make the higher level, they play at their age-appropriate level and any registration cost difference is retained by RFYHA and NOT refunded to the player.

4.4.2.2 Request by RFYHA Board to Move a Player to a Higher Age Classification

On occasion, the RFYHA Board may decide that additional players are required to field a team at a specific age classification. In such a scenario, players at the lower age classification may be used to fill the higher age classification team. The players' physical safety and emotional well-being is always considered first and foremost.

- The RFYHA Board provides the Director of Hockey a request with the number of players required to move, 14 days prior to the first tryout.
- The Director of Hockey works with the prior year head coach and the on-ice hockey coordinator to identify a list of players for consideration.
- The Director of Hockey or the on-ice hockey coordinator contacts the parents of the players to seek approval.
- If parental approval is given, the players are required to participate in try-outs.
- A player moved to a higher age classification is placed on the appropriate team based on the tryout evaluations.

- All players are required to pay the registration fee for the level they would have played at had the RFYHA Board of Directors not asked for that player to move-up.

4.4.2.3 Criteria for a Player to Roster to a Higher Age Classification

In all cases where the below criteria is met for the player to play at a higher age classification, the parents must sign a memorandum of understanding that the player move-up does not follow the career of the player. The criteria to play at a higher age classification must be met each year.

In all cases where the player move is declined or the criteria is not met, there are no assumptions as to the level of play. The player must tryout at their current level.

All decisions of the RFYHA Board are final and not subject to appeal.

Mite/8U Boys/8U Girls to Squirt/10U Boys/10U Girls

- The player must have played at the Mite/8U Boys/8U Girls level 4 the previous year.
- After player evaluations, the player must grade out high enough to make the Squirt/10U Boys/10U Girls “A” team or the top 50% of the remaining players.
 - If the player does not meet this criteria, the player will skate at the Mite/8U Boys/8U Girls level for the season.

Squirt/10U Boys/10U Girls to PeeWee/12U Boys/12U Girls

- The player must have played at the Squirt/10U Boys/10U Girls “A” team the previous year.
- After player evaluations, the player must grade out high enough to be ranked in the top 4 players of all players at the PeeWee/12U Boys/12U Girls level.
 - If the player does not meet this criteria, the player will skate at the Squirt/10U Boys/10U Girls level for the season.

PeeWee/12U Boys/12U Girls to Bantam/14U Boys/14U Girls

- The player must have played at the Pee Wee/12U Boys/12U Girls “A” team the previous year.
- After player evaluations, the player must grade out high enough to be ranked in the top 4 players of all players at the Bantam/14U Boys/14U Girls level.
 - If the player does not meet this criteria, the player will skate at the PeeWee/12U Boys/12U Girls level for the season.

4.4.3 Playing at a Lower Age Classification

RFYHA must follow strict maximum age classifications at the Squirt/10U Boys/10U Girls, PeeWee/12U Boys/12U Girls, and Bantam/14U Boys/14U Girls levels. Any request must be made through WAHA. The RFYHA Board has no control of any provisions that might be included in the WAHA approvals (such as a player may not be eligible to play in play downs, player cannot participate in any state tournaments, etc.).

4.4.3.1 Request by a Parent to Move Player to a Lower Age Classification

- The parent must make the request in writing to the RFYHA Board and the Director of Hockey no later than August 1st of the upcoming hockey season (that begins in Sept/Oct). The request

must include the reason for moving the player and any comments from the player's prior year head coach.

- For any physical or health reasons, provide a letter from the player's doctor identifying the reason in support of the request. At a minimum, height and weight must be included in the letter.
- The RFYHA President will draft a letter to the WAHA registrar detailing the request.
- WAHA will approve or disapprove the request. The RFYHA President will inform the family of WAHA's decision.
- The player must tryout at the level of play that WAHA approved for the player.

4.4.4 Player Movement in the Same Age Classification

The RFYHA Board does not accept requests for player movement between teams within the same age classification after teams have been determined. This is not allowed based on WAHA and Minnesota Hockey policies.

4.4.5 Rostering

The RFYHA agrees that all girls, age eligible to play 10U or higher, be required to play on the girls team, provided there is a team available.

4.4.6 Double Rostering

RFYHA considers any and all double rostering per the WAHA regulations. However, Minnesota Hockey rules and regulations prohibit double rostering, and as such, RFYHA may deny any double rostering for teams with participation in Minnesota Hockey. The RFYHA Board decides which teams will and will not participate in Minnesota Hockey games.

On occasion, when there are not enough players to field a team at a specific age classification, players at a lower age classification may be used to help complete a team by being placed on the roster of the team at the higher age classification. This is considered double rostering.

The player has a primary team and makes attendance at that team's events a priority. The primary team is identified as the team that player performed tryouts for. These players are allowed to skate in practices and games of the double roster team (in leagues where double rostering is allowed), when invited by the team head coach, and provided it does not compromise the play with the primary team. There are no additional fees for double rostering players.

- The RFYHA Board allows coaches to extend a team roster up to 16 players via double rostering. Double roster players are managed by the head coach of their primary team and the head coach of their double roster team and are rotated fairly.
- If a coach identifies the need for additional players once tryouts are complete, they make a double roster request to the RFYHA Board and the Director of Hockey. All double roster requests must be completed by November 1st of that hockey season.
- The Director of Hockey and the RFYHA Board reviews the double roster request to approve or disapprove.

- If approved, double roster players are identified using:
 - The current season tryout evaluation rankings.
 - The player must be in their final year of eligibility at their current level.
 - The physical safety and emotional well-being must meet the expectations of the higher level of play.
- The Director of Hockey or the on-ice hockey coordinator contacts the parents of the players to seek approval.

4.5 Managers

Each team must have a parent volunteer to act as the team manager. This position cannot be filled by a coach. All Managers must comply with the RFYHA mission statement and all policies. The Manager acts as a liaison between the coaches and the parents, and is expected to support, advocate, and positively promote RFYHA and association events.

When collecting funds (for tournaments, coaches gifts, end of year party, etc.), the manager can only collect the exact dollar amount at the time they are due. Any and all team expenditures must be communicated and cannot be collected in advance.

Tasks performed by a manager may include, but is not limited to, the following:

- Schedule tournaments.
- Schedule non-Minnesota Hockey scrimmages and games.
- Communicate with ice schedulers regarding unused ice hours.
- Schedule clock and scorekeepers for home games.
- Work with head and support coaches.
- Communicate schedule with referee schedulers.
- Manage team schedule and communicate changes to parents.
- Manage team equipment inventory assigned by the RFYHA equipment committee.
- Distribute forms, surveys and other information to team families.
- Collect materials and turn into the RFYHA Board, committees, and liaison.
- Maintain possession of team records, including team rosters, coaching certificates, etc.
- Track and communicate fundraising information and deadlines.

Section 5. Codes of Conduct

5.1 Preamble and Core Values

The RFYHA ascribes to the various codes of conduct of USA Hockey. At the heart of the organization are the core values of USA Hockey.

- **SPORTSMANSHIP** Foremost of all values is to learn a sense of fair and equal play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike. We will not argue with coaches or officials decisions.

- **RESPECT FOR THE INDIVIDUAL** Treat all others as you expect to be treated. Get along with your teammates. Respect your coaches, teammates, parents, opponents, officials, and property.
- **INTEGRITY** We seek to foster honesty and fair and equal play beyond mere strict interpretation of the rules and regulations of the game. Learn the rules and play by them.
- **PURSUIT OF EXCELLENCE AT THE INDIVIDUAL, TEAM, AND ORGANIZATIONAL LEVELS** Each member of RFYHA, whether player, volunteer, or staff, should seek to perform each aspect of the game to the highest level of his or her ability.
- **ENJOYMENT** It is important for the hockey experience to be fun, satisfying, and rewarding for all participants.
- **LOYALTY** We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.
- **TEAMWORK** We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience. Put the needs of the team first and foremost.
- **COMMITMENT** Understand the commitment to your teammates, coaches, and yourself. Work hard to improve your skills. Be on time for practices and games.

5.2 Player Code of Conduct

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

5.2.1 Discipline Issues

It is the goal of the RFYHA to provide all members (players, coaches, and parents) with the best experience for your family. Please remember that as RFYHA players, parents, and coaches, we are representing our association and community both at home and away events. Always be on your best behavior and leave places better than you found them. Respect your opponents, the coaches, referees, arena staff, pick up your trash, and at all times refrain from using inappropriate language.

5.2.1.1 Discipline Violations

In the event of needed discipline, the head coach is the person recognized as having responsibility for the team. The head coach, in accordance with the following guidelines, disciplines violations of team rules and has full discretion to determine what is or is not a violation. These rules are enforced equitably, without regard for the possible impact on the outcome of any game or tournament.

1. **First Offense.** Benching for less than one period or special chores. The head coach must notify the parent via email, with the team liaison copied on the email.

2. Second Offense. Benching for one period. The head coach must notify the parent via email, with the team liaison copied on the email.
3. Third Offense. Benching for one game. The head coach must notify the parent via email, with the team liaison copied on the email.
4. Fourth Offense. Refer parent to the RFYHA Player Conduct Committee.

5.2.1.2 Major or Continued Violations

Major or continued violations results in a meeting between the head coach, parents, and team liaison to develop a correction plan. The action or correction plan may lead to suspension from all RFYHA activities and premises.

5.2.1.3 Player Conduct Committee

This three-member committee is created to review any and all game misconducts, match penalties, gross misconducts, and individual player behavior.

- Members of the committee include the head referee, the head of the coaches committee, and one RFYHA Board officer.
- The RFYHA Board officer serving as a member on this committee must not have a player on the same team as the player whose conduct is in question.
- The order for the RFYHA Board officer conflict exclusion is President, Vice President, Treasurer, and Secretary.

5.3 RFYHA Member Code of Conduct

Each RFYHA member is expected to be familiar with these values and their place in the association.

RFYHA is dedicated to introducing the game of hockey to youth and their families. We expect the pursuit of hockey excellence is accompanied by appropriate sports behavior and respect for every individual as described in the various USA Hockey codes of conduct.

- Children participate in organized sports for their enjoyment. Make it fun and support them.
- Encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports event.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud good plays of both teams.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
- Remember the game is for the children, not the adults.

- Applaud a good effort in victory and in defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- If you enjoy the game, learn all you can about the game, and volunteer.
- RFYHA, consistent with USA Hockey's Zero Tolerance Policy, requires all parents/spectators to maintain sportsmanlike behavior and preserve the educational atmosphere before, during and after all USA Hockey sanctioned games and RFYHA events (practices, meetings, etc.).

5.3.1 Penalties and Violations

In the event that any RFYHA member, spectator, coach, or on-ice official witnesses a violation of the above core values and expectation from a parent, we encourage the member, spectator, coach, or on-ice official to report in writing said violation to the team's liaison, a board member, or on-ice directors within 10 days of the violation. The written report must describe in detail the witnessed offense.

A Member Conduct Committee will be created, consisting of the applicable team liaison, and the top two RFYHA Board officers who do not have a player on the involved team. The Member Conduct Committee will immediately review the written report.

When a violation of the above values occur, the violation is broken into 3 classes based on severity and carry commensurate consequences.

5.3.1.1 Class I Violations

Class I violations carry a penalty of a 1 week minimum suspension for the parents from all practices, games, and any team activity. The suspension begins when the Member Conduct Committee has reached a decision on the issue; however, the committee has the authority to immediately suspend the offender until the investigation is complete. This time counts towards the overall suspension period.

Class I violations include, but are not limited to:

- Use of obscene or vulgar language in a boisterous manner to anyone at any time.
- Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence, or physical violence.
- Throwing of any object in the spectators viewing area, players' bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.
- Addressing a coach, official, player or volunteer in an unsportsmanlike, discourteous, threatening, or confrontational manner.
- Approaching a referee immediately following a game. All referee complaints must be in writing and turned into the off-ice hockey operations director within 72 hours following the incident.

5.3.1.2 Class II Violations

Class II violations carry a penalty of a 30 day minimum suspension for the parents from all practices, games, and/or any team activity. The suspension begins when the RFYHA Board or Member Conduct Committee has reached a decision on the issue; however, the committee has the authority to

immediately suspend the offender until the investigation is complete. This time counts towards the overall suspension period. Class II violations include, but are not limited to:

- Public disparagement of other members (allegations which are found to be false).
- Second Class I violation of the same offense or third or subsequent Class I violation.

5.3.1.3 Class III Violations

Class III violations carry a penalty of a one year minimum suspension for the parents from the program to permanent terminations from the RFYHA organization. The suspension begins when the RFYHA Board has reached a decision on the issue; however, the RFYHA Board has the authority to immediately suspend the offender until the investigation is complete. For Class III violations, penalties require ratification by a majority of the RFYHA Board, at a meeting where there is a quorum of the RFYHA Board. Class III violations include, but are not limited to:

- Threats of physical violence towards any player, coach, parent, official, RFYHA volunteer or spectator.
- Intentionally shoving or striking a player, coach or official during any RFYHA function, whether in the locker room, on the ice, or at any time the team is getting together.
- Physical abuse of a player, coach, parent, official, RFYHA volunteer, or spectator
- Use of alcohol or drugs at the arena or official team function (this does not apply to consumption of alcohol at a restaurant, hotel or home after scheduled games or practices or as allowed by the RFYHA Board of Directors).
- Activities that violate State or Federal Laws which create a safety risk to any member of the organization
- Second Class II violation of the same offense or third or subsequent Class II violations.

5.3.1.4 Right to Appeal

Any member has the right to appeal the decision of the committee or the RFYHA Board. The appeal must be made in writing to the RFYHA Board President within 10 days of when the committee or RFYHA Board made the decision. Once a decision regarding the appeal is made by the RFYHA Board, it is final.

5.4 Coach Code of Conduct

- Winning is a consideration, but not the only one, nor the most important one. Care more about the player than winning the game.
- Be a positive role model to your players, display emotional maturity and be alert to the physical safety of players.
- Be generous with your praise when it is deserved, be consistent, honest, fair and just. Do not criticize players publicly or yell at them; learn to be a more effective communicator and coach.
- Adjust to personal needs and problems of players, be a good listener, and never verbally or physically abuse a player or official.
- Give all players the opportunity to improve their skills, gain confidence and develop self-esteem.
- Provide fair and equal playing time for all players at every game and practice.

- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of our association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great; to love the game is greater.
- Failure to follow or enforce the player, coach, or parent code of conduct may result in loss of the ability to coach at RFYHA, as determined by recommendations from the ACE, on-ice director, and RFYHA Board oversight.
- The RFYHA Board supports the player's discipline policy and expects all coaches to enforce the policy.
- When deciding coaches, the RFYHA board always chooses a qualified, non-parent coach when possible.

5.4.1 Coaches Conduct Committee

The ACE, on-ice director, and RFYHA Board Vice President act as the Coaches Conduct Committee. The following actions are taken for each violation:

- For any team not following the game maximum guidelines:
 - Effective the first game over the limit, the Head Coach is immediately suspended for the remainder of the year.
 - All coaches for that team will serve a one year suspension effective immediately following the team's last officially scheduled game.
- For any coach not following the discipline policies:
 - If a violation is found, effective immediately after investigation by the Coaches Conduct Committee, the Head Coach is issued a formal warning.
 - For a second violation, the Head Coach and entire coaching staff is issued a final warning.
 - For a third violation, the Head Coach is immediately suspended for the balance of the year. In addition, all coaches for that team serve a one year suspension effective immediately following the team's last officially scheduled game.

5.4.2 Coach's Handbook

All coaches are given, and required to understand and follow, their level's Coach's Handbook. This handbook contains the following for their specific level: foundational skills required, concepts, and suggested practices plans.

Coaches are encouraged to build on the foundational skills once the entire team has mastered those skills for their level. If the team has not mastered the foundational skills, and concepts outside of those skills are taught, this is viewed as a violation of the RFYHA policy, and addressed in a similar nature as other violations.

5.4.3 Right to Appeal

Any coach has the right to appeal the decision of the committee or the RFYHA Board. The appeal must be made in writing to the RFYHA Board President within 10 days of when the committee or RFYHA Board made the decision. Once a decision regarding the appeal is made by the RFYHA Board, it is final.

5.5 RFYHA Board of Directors Code of Conduct

All members of the RFYHA Board, at all times, abide by and conform to the following Board Code of Conduct:

- Each member of the RFYHA Board must abide in all respects to the RFYHA Code of Conduct and all other rules, regulations and policies of the RFYHA (including, but not limited to RFYHA articles of incorporation, by laws, policy handbook and constitution) and ensure their membership with RFYHA remains in good standing at all times. Furthermore, each member of the RFYHA Board obeys at all times all applicable federal, state and local laws and regulations, and provides or causes to provide the full cooperation of RFYHA when requested to do so by those institutions and their persons set in authority as are required to uphold the law, RFYHA, WAHA, Minnesota Hockey or USA Hockey.
- The RFYHA Board must act at all times in the best interests of RFYHA and not for personal or third-party gain or financial enrichment. When a RFYHA Board member encounters potential conflicts of interest, the RFYHA Board member, as required, removes themselves from all discussion and voting on the matter. Specifically, board members must follow these guidelines:
 - Avoid placing, and the appearance of placing, one's own self-interest or any third-party interest above that of RFYHA. While the receipt of incidental personal or third-party benefit may necessarily flow from certain RFYHA activities, such benefit must be merely incidental to the primary benefit to the RFYHA and its purposes.
 - Do not abuse board membership by improperly using board membership of the RFYHA volunteer's services, equipment, resources, or property for personal or third-party gain or pleasure. Board members must not represent to third parties that their authority as a board member extends any further than that which it actually extends pursuant to the RFYHA constitution and policy handbook.
 - Do not engage in any outside business, professional or other activities that would directly or indirectly adversely affect the RFYHA.
 - Do not engage in or facilitate any discriminatory or harassing behavior directed toward RFYHA volunteers, members, officers, directors, meeting attendees, exhibitors, advertisers, sponsors, suppliers, contractors, or others in the context of activities relation to RFYHA.
 - Do not solicit or accept gifts, gratuities, free trips, honoraria, personal property, or any other item of value from any person or entity as a direct or indirect inducement to provide special treatment to such donor with respect to matters pertaining to the RFYAH without fully disclosing such times to the RFYHA Board.

- Provide goods or services to RFYHA as a paid vendor to RFYHA only after full disclosure to, and advance approval by, the RFYHA Board, and pursuant to any related procedures adopted by the RFYHA Board.
- RFYHA Board members conduct the business affairs of the RFYHA in good faith and with honesty, integrity, due diligence, and proficient and reasonable competence.
- Except as the RFYHA Board may otherwise require, or as otherwise required by law, no board member may share, copy, reproduce, transmit, divulge, or otherwise disclose any confidential information related to the affairs of the RFYHA. Each board member upholds strict confidentiality of all meetings designated as closed meetings, and other deliberations and communications of the RFYHA Board, designated as confidential, for the purpose of carrying out the RFYHA Board's duties.

5.6 Spectator Code of Conduct

- Display good sportsmanship. Always respect players, coaches, and officials.
- Always act appropriately. Do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants and avoid booing opponents.
- Profanity and objectionable cheers or gestures are offensive. Cheer in a positive manner and encourage fair play.
- Throwing any items on the ice surface can cause injury to players and officials; help provide a safe and fun environment.
- Do not lean over or pound on the glass surrounding the ice surface.
- Support the officials and coaches by trusting their judgment and integrity.
- Be responsible for your own safety. Be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches, and officials.
- Use of alcohol at or during youth events is strictly prohibited.
- For Minnesota Hockey Division 2 games, coaches are responsible for the spectator behavior. Escalation of penalties is bench minor, coach ejection, suspension for the next game, and forfeiture of the current game. Coaches have two minutes to get the spectators under control.

5.7 Whistle Blower Policy

If any RFYHA Board member or RFYHA member reasonable believes that some policy, RFYHA practice of activity is in violation of the law, a written complaint may be filed by that individual to the RFYHA President.

It is the intent of the RFYHA Board to adhere to all laws and regulations that apply to RFYHA, and the underlying purpose of this policy is to support the RFYHA goal of legal compliance. The support of all members is necessary to achieve compliance with various laws and regulations. A RFYHA Board member of RFYHA member is protected from retaliation, only if such person brings the alleged unlawful activity, policy, or practice to the attention of the RFYHA President and provide the RFYHA Board with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection

described below is only available to RFYHA Board members or RFYHA members that comply with this requirement.

- The RFYHA President or other board members, will not retaliate against a RFYHA member who, in good faith, has made a protest or raised a complaint against some practices of the RFYHA Board, or of another individual or entity with whom the RFYHA Board had a business relationship, on the basis of a reasonable belief that the practice is in violation of law or a clear mandate of public policy.
- The RFYHA President or other board members, will not retaliate against a RFYHA member who discloses, or threaten to disclose to a public body any activity, policy, or practice of the RFYHA Board that the member reasonably believes is in violation of law, or a rule, regulation mandated pursuant to law, or is in violation of a clear mandate or public policy concerning health, safety, welfare or protection of the environment.

Section 6. Financial and Service Hour Obligations

6.1 Registration Fees and Policies

Registration fees by themselves do not cover all of the RFYHA operating expenses. Various fundraising events are necessary to raise funds to supplement the registration fees. RFYHA operating expenses include, but are not limited to: Wildcat Centre operating expenses, various types of insurance, WAHA, Minnesota Hockey and USA Hockey registration fees, coaching and referee expenses, and replacement of equipment and jerseys as needed.

6.1.1 Registration Fees

An annual registration fee, which is established by the RFYHA Board, is charged for each player enrolled in the RFYHA program.

- Registration fees vary according to the player level. The player level is determined by the player's date of birth.
- Registration fees are based on the amount of ice time used at level.
- High school players that are of Bantam/14U Boys/14U Girls age may register with the RFYHA as a Bantam/14U Boys/14U Girls player. These players are charged a specific fee based on the payment of the building assessment. This is a non-refundable fee. If the player does not make the high school team and returns to the Bantam/14U Boys/14U Girls team, they are charged the remaining registration fee difference. The player is also expected to fulfill all fundraising obligations.

6.1.2 Registration Policies

The annual registration dates are advertised in the River Falls Journal, the RFYHA Facebook page, the RFYHA website, and via email communication to existing members.

- Players that register after tryouts are placed on the team which allows the best opportunity for development. This is determined through the player practicing for a minimum of 1 week and the Director of Hockey and head coaches deciding the best fit for player placement.
- Late registration is any registration that occurs after December 1st. Late registration is handled as follows:
 - Registration fees and fundraising requirements are prorated by the RFYHA Board at the time of registration.
 - The fees and requirements are based on the amount of time remaining in the season.
- Suspended players are expected to pay all fees in full, regardless if the player returns or not.
- The deadline for all fees is December 1st, unless an arrangement is made with the treasurer. Players are not allowed to participate if fees are in arrears.

6.1.3 Hardship Exemption Request

In the event that a family cannot meet the annual financial obligations as an RFYHA member, a hardship exemption may be requested.

- The hardship exemption request must be submitted in writing to one of the RFYHA Board officers prior to registering for the season.
- If the hardship exemption request is approved, a RFYHA Board officer notifies the family regarding the portion of the registration fees that are waived.
- Fundraising and volunteer hour requirements still apply and may be adjusted to accommodate the change in registration fees.
- A hardship exemption applies for the entire season in which it is requested and approved, and does not carry over year to year.

6.1.4 Registration Refunds

RFYHA members must make any formal refund of fees request in writing to the RFYHA Board prior to December 1st. All requests received after December 1st will not be considered.

- Upon receipt, the RFYHA Board determines what expenses were incurred and calculate a prorated refund.
- Refunds are not given to players who have been suspended, for any reason.

6.2 Building Assessment Fee

Each RFYHA family is required to pay a lifetime \$750 assessment fee towards the cost of building the Wildcat Centre. See the appendix for the amount breakdown.

- The assessment fee is payable in annual increments based on the age of the oldest skater in the family, until the family has paid the full \$750.
- The assessment fee is not charged to Mite players.
- To avoid the annual assessment fee, the family may choose to make a one-time donation of \$750. This donation must be made on registration day or before.

- All monies received as assessments or building donations are used to furnish the Wildcat Centre and pay for ongoing building expenses and improvements.

6.3 Fundraising Expectations

To continue to keep registration costs low, each RFYHA family must participate in two required fundraising events.

6.3.1 Raffle Tickets (Required)

The raffle ticket fundraiser is required for each RFYHA family and generates the most money for RFYHA.

- Each player is required to sell 12 raffle tickets at a cost of \$25 per ticket, and each additional player per family must sell 4 raffle tickets.
 - Learn to Skate and Mite families are required to only sell 6 raffle tickets per player.
 - Additional players must sell 2 raffle tickets per player.
- There is no buyout option available.
- The raffle tickets are available at the time of registration.
- All raffle tickets must be sold and money turned in by January 19th of the registration season.
- The raffle drawing is held at the spring hockey gala.

6.3.2 Papa Murphy Pizza Coupon Cards (Required)

The Papa Murphy pizza coupon cards fundraiser is required for each RFYHA family.

- Each family is required to sell 15 coupon cards at a cost of \$20 per coupon card.
- A buyout option is available at registration for \$250.
- The coupon cards are available at fall registration.
- All coupon cards must be sold and money turned in by November 17th of the registration season.

6.3.3 Optional Fundraising

RFYHA sponsors a number of other fundraising events throughout the year to help raise additional funds: the gala, golf tournament, ongoing aluminum can recycling, selling concessions at the River Falls Days softball tournament, and many other events. The funds generated from these events are specifically earmarked for debt reduction. Families are encouraged to participate in these fundraisers or volunteer to work on the committee or at the event (which fulfills service hour requirements).

6.4 Service Hour Requirement

RFYHA is a 100% volunteer run organization. Because of this, all RFYHA members are required to help support the activities of RFYHA by working a certain number of service hours. See the appendix for further information.

- Families with a Learn to Skate player who then registers as a Mite/8U Boys/8U Girls mid-year are required to work 15 service hours.
- Families with one Mite/8U Boys/8U Girls player are required to work 25 service hours.

- Families with one player at the Squirt/10U Boys/10U Girls, PeeWee/12U Boys/12U Girls, and Bantam/14U Boys/14U Girls levels are required to work a minimum of 60 service hours.
- Families with more than one player at any level, except for Learn to Skate, are required to work an additional 10 service hours per player.

6.4.1 Service Hour Policies

- Service hours are not received when working in an off-ice official capacity at your player’s regular season games. This includes working the penalty box, scoreboard operator, scorebook keeper, announcer or music.
 - Service hours are received when working in an off-ice official capacity for tournaments (even for your player’s team) and high school games.
- Workers must be at least 18 years old to work a high school game. In addition, workers must be at least 18 years old to work in an off-ice official capacity.
- RFYHA members that do not satisfy their hours are assessed a fee of \$25 per hour not worked.
- To obtain credit for service hours, RFYHA members are required to log service hours at the time they are performed. The log book is housed in the concessions area.
- Service hours cannot be carried over into the next season.
- If RFYHA families fulfill their service hours and wish to gift hours to another family, the request must be approved by the service hour coordinator.

6.5 Volunteer Positions and Duties

For current volunteer positions and committee directors and members, refer to the RFYHA website www.rfhockey.com.

Section 7. Appendix

7.1 RFYHA Board of Directors

Name	Office	Phone	Email	Term Ends
Frank Linn	President	715-821-8427	linnfc@gmail.com	2022
Jody Christensen	Vice President	715-307-3193	jchockey15@gmail.com	2022
Neil Accola	Treasurer	612-770-5759	neil.accola@gmail.com	2020
Nicole Ralston	Secretary	651-246-0493	nicole@thewinecompany.net	2020
Kaylan Wilson		763-443-9069	kaylanmwilson@gmail.com	2022
Chris Larsen		715-559-2519	chippewaducks@gmail.com	2021
John Linehan		715-760-9901	linehan@pressenter.com	2022
Jana Walker		317-258-1018	janawalker79@gmail.com	2020
Kevin Hare		612-231-9647	kevin.hare.wp95@gmail.com	2021
Paul Bloodhart		715-497-6315	paul.bloodhart@gmail.com	2021
Carrie Torgersen		763-242-5623	cfenna@yahoo.com	2021
Chad Flanagan		715-222-4807	chad.flanagan@hotmail.com	2020

If you would like to become a RFYHA Board member, please contact any of the current board members.

7.2 Age Classification Table



2019-20 SEASON AGE CLASSIFICATIONS

NEXT SEASON

USA Hockey Playing Season: September 1, 2019 through August 31, 2020

YOUTH TEAMS

DATE OF BIRTH	AGE CATEGORY	AGE DIVISION
2001	18 Years	18 & Under (Midget)
2002	17 Years	18 & Under (Midget)
2003	16 Years	16 & Under (Midget)
2004	15 Years	16 & Under (Midget)
2005	14 Years	14 or Under (Bantam)
2006	13 Years	14 or Under (Bantam)
2007	12 Years	12 or Under (Pee Wee)
2008	11 Years	12 or Under (Pee Wee)
2009	10 Years	10 or Under (Squirt)
2010	9 Years	10 or Under (Squirt)
2011	8 Years	8 or Under (Mite)

GIRLS' & WOMEN'S TEAMS

DATE OF BIRTH	AGE CATEGORY	AGE DIVISION
2000	19 Years	19 or Under
2001	18 Years	19 or Under
2002	17 Years	19 or Under
2003	16 Years	16 or Under
2004	15 Years	16 or Under
2005	14 Years	14 or Under
2006	13 Years	14 or Under
2007	12 Years	12 or Under
2008	11 Years	12 or Under
2003	10 Years	10 or Under
2010	9 Years	10 or Under
2011	8 & Under	8 or Under

7.3 Financial and Service Obligations

Level	Registration	Building Assessment	Raffle Tickets*	Pizza Coupon Cards	Total Service Hours (Regular and Tournament)
Learn to Skate (LTS)	\$150	N/A	6	15	15
Mite/8U Boys/8U Girls	\$300	N/A	12	15	25
Squirt/10U Boys	\$525	\$100	12	15	60
10U Girls	\$500*	\$100	12	15	60
PeeWee/12U Boys	\$650	\$100	12	15	60
12U Girls	\$625*	\$100	12	15	60
Bantam/14U Boys	\$750	\$100	12	15	60
14U Girls	\$725*	\$100	12	15	60
Notes	Family Max: \$1,300 *Girls fees are less as they buy game socks separately	Second skater (if older than Mites/8U/8U): \$25	LTS: 2 tickets per additional player All others: 4 tickets per additional player	Cards are per family, not per player	LTS and Mites/8U: 5 hours per additional player All others: 10 hours per additional player



7.4 Team Schedules

For current team schedules, refer to the RFYHA website, www.rfhockey.com, in the Calendar section.