



# Vermont State Amateur Hockey Association

*2011 – 2012*  
*ANNUAL GUIDE*



“When you pull on that jersey, you represent yourself and your teammates. And the name on the front is a hell of a lot more important than the one on the back!”

*Herb Brooks*

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## **2011 / 2012 SCHEDULE OF VSAHA MONTHLY MEETINGS**

Monthly Meeting begins promptly at 7:30pm

\*AUGUST 27\* Face-off Meeting (Doubletree Conference Center)

\*OCTOBER 11th\* GMCR

\*NOVEMBER 8th\* GMCR

\*DECEMBER 13th\* GMCR

\*JANUARY 10th\* GMCR

\*FEBRUARY 14th\* GMCR

\*MARCH 13th\* GMCR

\*APRIL 10\* GMCR (Annual Meeting)

## **VERMONT STATE AMATEUR HOCKEY ASSOCIATION MEMBERSHIP ROSTER**

Barre Youth Sports  
Brattleboro Hockey Association  
Burlington Amateur Hockey Association  
Central Vermont Skating Association  
Chittenden South Burlington Youth Hockey Association  
Essex Youth Hockey Association  
Upper Valley (Hartford) Youth Hockey Association  
Harwood Youth Hockey Association  
Lamoille Area Hockey Association  
Lyndon Area Youth Hockey Association  
Middlebury Amateur Hockey Association  
Milton Youth Hockey Association  
Missisquoi Amateur Hockey Association  
Northfield Amateur Hockey Association  
Northshire Hockey Association  
Pleasant Valley Hockey Association  
Rutland Amateur Hockey Association  
St. Albans Skating Association  
Stowe Youth Hockey Association  
Woodstock Youth Hockey and Skating Association  
Caledonia Hockey Club (allied member)  
Glades (allied member)  
Vermont Stars (allied member)

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2010—2011**

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## Presidents Message

Welcome to the 2011-2012 hockey season! I am excited to have the opportunity again this year to serve as the President for VSAHA. I am looking forward to working with each of you and the entire VSAHA Board to make each youth player's hockey experience fun and enjoyable. Our entire board will work hard to help grow the wonderful game of hockey within our state.

The addition of the Grow the Game Coordinator worked out very well. Vermont was one of the only New England states to achieve the 2&2 Challenge and in fact lead the entire District with the growth in Girl's numbers. Lyndon Area Youth Hockey Association was one of the top performers in the country nearly out performing 1,500 Local Association across the country. There are a number of other locals within our state that achieved good growth, but now is not the time to sit back. We need to keep up the hard work of growing our game and providing great hockey experiences to the young players around our great state. John Cioffi has done great work with the local associations around the state. He is ready to hit the ice again this year and provide you with the tools you will need to meet this years challenge.

With the great success we have had with adding John Cioffi as our Grow the Game Coordinator, the VSAHA Board decided to move to the other end of the age spectrum and add a State Midget Coordinator. Our hope is that this position will work with the local association in providing more opportunities for the midget age players. With individual programs struggling to find a place for midget age players to continue, and with local school budgets and hockey programs coming under fire, VSAHA has identified a need to keep the midget age player in the game as long as possible. It is my privilege to introduce Justin Martin, who will serve as the first Midget Coordinator for Vermont. Justin has worked fine tuning a plan that we have endorsed in hopes that these players can continue with skill development and competitive games around the state and within the New England District. I have every confidence that Justin will have an impact and yield great results.

Well, by now everyone must know that 2012 will be a very busy and exciting time for hockey in Vermont. In 2012, VSAHA will serve as host for the New England District Yankee Conference Festival. This is the yearly regional tournament where our Vermont State Select players compete against the five other New England District states teams. While we have already started to plan this event, we will need many volunteers from local associations to help pull it off. Vermont hosts this event every five years and will be a great opportunity to show off our beautiful state.

On the heels of the Festival weekend in March, Vermont and the Greater Burlington area will also play host to the IIHF Woman's World Games, April 7<sup>th</sup> thru the 14<sup>th</sup>. This will be Olympic caliber ice hockey right in our backyard! The US has only hosted this event twice before, and now we get

to not only watch it close up, but assist in many different ways. The role that USA Hockey has asked VSAHA to fill is that of “Volunteer Coordinator”. I have been working with USA Hockey and the Local Organizing Committee of the IIHF/USAH to identify roles and functions for the many volunteers that will be needed in the area to make this a total success. I will provide more information as it is developed.

USA Hockey has designated October 2<sup>nd</sup> as “Girls Hockey Day” and is looking for associations to host opportunities to celebrate, build awareness and grow girls’ hockey as part of the IIHF Girls’ Hockey Day. Susie Brooks, the VSAHA Girl’s and Woman’s Director will have more on this event. Additionally, during the IIHF World Games, Robin Hall will be organizing an event at Cairns that will work as a “grassroots” effort to grow the game of hockey for girls in our state. Robin will spearhead this effort with the backing of VSAHA and in coordination with Susie Brooks and USA Hockey. Stay tuned for more information as it develops.

In closing, I wish the best for each of your teams and associations during the 2011-12 hockey season. Let us all work hard to ensure that the youth players in our charge have fun learning and developing into skillful hockey players, that too one day will be assisting other children in this great game we love.

Sincerely,  
Keith R. Barrett  
President

# Vermont State Amateur Hockey Association By-Laws

(As amended October 2010)

## Article I. Name, Office, Duration and Purpose.

### 1.01. Name.

The name of this association is Vermont State Amateur Hockey Association and hereinafter shall be designated VSAHA.

### 1.02. Principal Office.

The principal office of the association shall be located and resides at the VSAHA Registrars physical address or wherever the Board of Directors of the Association shall from time to time designate the location of the principal office.

### 1.03. Duration.

The duration of existence of this association shall be perpetual.

### 1.04. Purpose.

The purpose of this association shall be guided by the Core Values of USA Hockey. VSAHA and its Board of Directors are responsible for developing and implementing those action plans and activities that best meet the spirit of the following USA Hockey Core Values.

- **Sportsmanship:** Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.
- **Respect for the individual:** Treat all others as you expect to be treated.
- **Integrity:** We seek to foster honesty and fair play beyond more strict interpretation of the rules and regulations of the game.
- **Pursuit of Excellence at the Individual, Team, and Organizational Levels:** Each member of the organization, 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 the participant.
- **Loyalty:** We apprise to teach loyalty to the ideals of fellow members of the sport of hockey.
- **Teamwork:** We value the strength of learning together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

**1.05.** Notwithstanding any other provisions of these articles, this organization shall be a Vermont not for profit corporation, operating as provided in its Articles of Association as filed with the Vermont Secretary of State, intended to be an Affiliate Association of USA Hockey, Inc, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal Income tax under section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Internal Revenue law.

### **1.06. USA Hockey Preeminence.**

The VSAHA, an Affiliate Association of USA Hockey, Inc., shall abide by and in accord with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of USA Hockey, and such documents shall take precedence over and supersede all similar governing documents and/or decisions of VSAHA. Further, the VSAHA (i) shall assist USA Hockey in the administration and enforcement of the provisions of the By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of USA Hockey, Inc., within and upon its members and/or within its jurisdiction and (ii) agrees to be guided by the following core values of USA Hockey.

### **1.07. Indemnity.**

The VSAHA, an Affiliate Association of USA Hockey, Inc., shall indemnify and hold harmless USA Hockey, the Board of directors of USA Hockey and each member thereof, the Executive Committee of USA Hockey, and each member thereof, councils and committees of USA Hockey and each member thereof, and all other elected, appointed, employed or volunteer representatives of USA Hockey from any and all claims, liability, judgments, costs, attorneys' fees, charges and expenses whatsoever, arising from the acts and omissions of VSAHA, except to the extent (i) that USA Hockey or its afore described representatives caused such claims, liability, judgments, costs, attorneys' fees, charges or expenses by their own intentional neglect or default or (ii) that such acts or omissions were the direct result of compliance with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules or decisions of the Board of Directors of USA hockey. Further, the VSAHA understands and acknowledges that USA Hockey and its afordescribed representatives have assumed such assignment, function, office or capacity upon the express understanding, agreement and condition that they be so indemnified and held harmless to the extent described in this by-law. USA Hockey shall reasonably cooperate with Affiliate in any litigation and provide reasonable support in connection therewith, including but not limited to advise and testimony upon reasonable request; provided, however, that such cooperation shall not require USA Hockey to incur any out of pocket expense not reimbursed by Affiliate.

## **Article II. Members.**

### **2.01. Membership.**

The members of the association shall be composed of the VSAHA Local Association Members and Allied Members to whom membership has been bestowed by the board of directors.

### **2.02. Local Association.**

Is any association within Vermont, representing a specified geographic area approved and designated by VSAHA which:

- a) Has one or more USA Hockey registered team members, and
- b) operates a program of skill development, practice or competition or a combination of such, in house or with other Local Associations or registered team members, and
- c) functions throughout the regular winter season,

shall be eligible for membership in VSAHA as a Local Association, and, upon compliance with all provisions of these Bylaws and all Rules and Regulations of VSAHA, and compliance with the By-laws and Rules and Regulations of USA Hockey, shall be deemed a "Local Association Member" in

good standing and entitled to exercise all rights and privileges as that status may accord. Local Association Members shall be the medium through which Registered Team Members shall carry out the purposes of VSAHA, including, subject to USA Hockey requirements, the functions of Membership acceptance and discontinuance, Playing Rules, Discipline, State Tournament play leading to Regional and National Tournament play, All Star tryouts and play, Financial and Organizational duties and the exercise of all other powers and duties granted by Vermont law, USA Hockey, these Bylaws or the Rules, Regulations and Policies duly enacted by VSAHA.

### **2.03. Allied Membership**

Any individual, organization or entity, having an amateur ice hockey team registered with USA Hockey, but which does not qualify as a Local Association Member, shall be deemed an "Allied Member", and as such shall be entitled access to the benefits and programs of USA Hockey as a member of VSAHA, and shall be subject to the playing rules and regulations of USA Hockey as enforced by VSAHA, but shall not be entitled to participate in State Tournament Play nor be entitled to vote on any matters VSAHA action is deemed required or appropriate.

### **2.04. Registered Team Members.**

Any active amateur ice hockey team which:

- a) is duly registered with USA Hockey, and
- b) is located within the State of Vermont, and
- c) is a member of a Local Association established in Paragraph 2.02 hereof, and
- d) has a roster made up of players registered under a single Local Association only, and
- e) participates in skills development or competition, in house or with other Registered Team Members, and
- f) functions primarily throughout the winter hockey season for at least one or more of the months of December through February.

Each player registered with a Local Association shall be granted the right to cast one vote in any election to select the directors of the Local Association. The vote shall be exercised by the player if 18 years of age or older or, if younger than age 18, by a parent. In any event, each family may have no more than two votes. The votes will be used to elect officers of the Local Association or the Local Association's Director to the VSAHA Board. If the officers of the Local Association are elected by a vote of the players as provided here, then the local officers will appoint the Local Association's Director to the VSAHA Board.

### **2.05. Dues, Fees, and Assessments.**

The Board shall have the power to assess such dues, membership fees, registration fees, participation fees, fines and penalties as it shall deem appropriate provided such bear a reasonable relationship to the cost of services and benefits provided by VSAHA to the parties or entities being charged. Any Local Association with unpaid dues, fees, or assessments will be considered to be not in good standing and that Local Association will lose their right to cast a vote on any matter before the Board of Directors at any meeting, special meeting, or annual meeting and may jeopardize the team's in their association from participating in State Tournament play.

### **2.06. Member Expulsion.**

Any Registered Team Member, Local Association, Allied Member, may be expelled from member-

ship, upon a majority vote of the Board, for failure to pay any amounts due, failure to abide by these Bylaws, failure to abide by any other rules, regulations or orders of VSAHA, failure to abide by the Bylaws, Policies, Rules and Regulations and orders of USA Hockey, or for any activity constituting conduct detrimental to the purposes of VSAHA or USA Hockey. Upon expulsion, the expelled team, Local Association or Allied member shall be denied benefits of membership.

**2.07. Place of Meeting.**

Meeting of members shall be held at the time and place stated in the notice of the meeting or in a waiver of notice.

**2.08. Annual Meeting.**

The annual meeting of VSAHA for the purpose of election of officers, receipt of officers and committee reports, as such other business as the Board shall require on an annual basis, shall be held on the second Tuesday of April of each year. The membership may change the annual meeting date, by majority vote at any regular or special meeting provided notice of the proposed change of the annual meeting date has been given at least ten (10) calendar days prior to the meeting.

**2.09. Special Meeting.**

Special meetings of the Board, for any purpose or purposes, shall be held upon the direction of the President, any two members of the Executive Board, or any five members of the Board provided written notice of such meeting has been given at least ten (10) calendar days prior to the next regular meeting. A special meeting may be called upon shorter notice provided two thirds (2/3rds) of the membership files written waiver notice, that all members receive actual notice of the meeting, and provided all members are given opportunity to vote, which vote may be a facsimile in lieu of personally.

**2.10. Notice.**

Written or printed notice, stating the place, day and hour of the meeting and in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered before the date of the meeting, either personally, by mail, email, and posted on the VSAHA website.

**2.11. Quorum/Majority Vote.**

At all meetings, a majority of the Executive Board and a minimum of four directors other than Executive Board members, shall constitute a quorum for the transaction of all business, except as otherwise provided by statute or by these Bylaws. When a quorum is present at a meeting, the vote of the majority of the members present in person, shall decide any question brought before the meeting.

**2.12. Board of Directors Method of Voting.**

At all regular, annual, and special meetings of the Board of Directors, each Director shall have one vote and all matters before the Board shall be decided by majority vote of those present and voting, unless the matter is one required by these Bylaws, Vermont law, USA Hockey or some other authority to be decided by other than majority vote. At the meetings, every Director having the right to vote may vote in person. Any vote may be taken by voice or by show of hands unless someone entitled to vote objects, in which case written ballots shall be used.

### **2.13. Proxy Voting.**

Proxy voting is prohibited. No member may vote at any regular, annual, or special meeting by proxy. Provided, however, that if a Director is unable to attend a regular, annual, or special meeting, the President of the Director's Local Association may designate a substitute in writing or by email for the purposes of that meeting.

### **2.14. Procedure.**

The Board of Directors shall keep regular minutes of its proceedings. The minutes recorded and signed by the Secretary shall be placed in the minute book of the association. The minutes of each meeting will also be posted on the VSAHA website in a reasonable period of time after each meeting or special meeting.

## **Article III. Organization – Officers and Agents.**

### **3.01. Board of Directors, Officer Directors, Appointees.**

The Association shall have: (1) a President; (2) First Vice President, (3) Second Vice President, (4) a Treasurer; (5) a Secretary, and such other officers and assistant officers and agents as the Board of Directors may think necessary.

Officers shall be elected by the Board of Directors at the annual meeting of the Board of Directors immediately preceding the expiration of an officer's term or whenever a vacancy exists. Officers may be elected by the Board to fill a vacancy at any meeting, whether regular or special.

Unless otherwise specified by the Board at the time of his or her election or appointment, each officer's term shall end on the last day of the Association's annual year. Each officer shall serve until the end of his or her term, or if earlier, his or her death, resignation, or removal.

No two offices may be held by the same person.

Newly elected officers shall assume their respective offices upon the expiration of the officers' terms to which they were elected to succeed.

### **3.02. Officers.**

**President:** The President shall preside at all meetings of the Board. The President shall be the chief executive officer of the Association and shall have general management of the business and affairs of the Association. The President shall see that all orders and resolutions of the Board are carried into effect, and shall perform such other duties and have such other powers as the Board of Directors shall from time to time prescribe.

**First Vice-President:** The First Vice-President, in the absence of the President, shall assume the duties and have all the responsibilities of the President. The First Vice-President shall perform such other duties and have such other powers as the Board of Directors shall from time to time prescribe or as the President may from time to time delegate. The First Vice President shall also Chair the Tournament Committee.

**Second Vice-President:** The Vice-Presidents shall perform such other duties and have such other powers as the Board of Directors shall from time to time prescribe or as the President may from time to time delegate. The Second Vice President shall Chair the Rules Committee and the Select Teams Committee.

**Treasurer:** The Treasurer shall be custodian of all funds and maintain financial records of VSAHA. The Treasurer shall receive and disburse all monies for VSAHA, subject to approval of the Board. The Treasurer shall make a financial statement to the Board at the annual meeting and shall see that a copy is mailed to all Board members. The Treasurer shall make an annual financial report to Executive Director of USA Hockey, Inc. The Treasurer shall make such other financial reports and shall file such tax returns as shall be required by law. The Treasurer shall have the authority to sign all checks written by the Association.

**Secretary:** The Secretary shall keep all records, and be charged with the mailing of all meeting notices and the recording and keeping all minutes, as well as any correspondence required by the Executive Board and the Board. The Secretary will be responsible for filing any and all documents and Articles of Incorporation with the Vermont Secretary of State to maintain the Not for Profit status of the association.

### **3.03. Directors.**

The business and affairs of the Association shall be managed by the Board of Directors who may exercise all such powers of the Association and perform all such lawful acts and things as are not (by Statute) directed or required to be exercised or done by the member. The Board of Directors shall be constituted as follows;

- a) **Local Association Directors** - Each Local Association shall be entitled to one seat on the Board of Directors and to one vote upon all matters before the Board. This Director will be elected by the Association's players as provided herein or appointed by the local officers elected by the Association's players as provided herein.
- b) **Officer Directors** - Each person holding an elected Office in VSAHA shall be a director entitled to one vote upon all matters before the Board.
- c) **USA Hockey Appointees** - Each person appointed to the position of Registrar, Referee in Chief, ACE Coordinator, and Coaching Director, by USA Hockey, shall be a director, but not entitled to vote upon matters before the Board.

### **3.04. Executive Board.**

Each officer, together with the officers appointed by USA Hockey, shall constitute an Executive Board charged with the responsibility of organizing Board business, presenting the business to the full Board. Ex Officio Executive Board members may be elected to the Executive Board by the Executive Board, with the consent of a majority vote of a quorum of the membership, to serve on the Executive Board, without vote and in an advisory capacity only.

### **3.05. Grow the Game Coordinator.**

At the present time, USA Hockey is engaged in a Grow the Game initiative to promote and retain 8U players. VSAHA Executive Board has added a Grow the Game Coordinator to the Executive Board with the focus of working with Local Associations to increase the number of 8U players. The Grow the Game Coordinator will be responsible to provide information from USA Hockey, Inc. and assistance to each Local Association in the area of the entry level youth player. The Grow the game Coordinator will be appointed by the President of the Association on an annual basis and have full voting privileges at all Executive Board sessions and full board meetings.

### **3.06. Nomination and Election of Officers.**

The President shall appoint a nominating committee at the regular February meeting, which committee shall be charged with presenting a slate of nominations for officers to be presented at the regular March meeting each year, such slate together with nominations from the floor received at the March meeting, to be voted upon at the Annual Meeting.

### **3.07. Election.**

Any person having an interest in youth ice hockey in the State of Vermont, duly nominated by the nominated committee or by nomination duly seconded from the floor at the meeting designated for nominations, shall, upon receiving a majority vote of the Directors present at the vote, shall be elected to the office for which such person was nominated for a period of one year.

### **3.08. Removal.**

Any officer may be removed from the office upon a 2/3rds vote of the membership at any regular meeting provided at least 10 days written notice of the proposed action has been given to each Board Member.

### **3.09. Resignations.**

An officer or agent may resign by giving written notice to the President or Secretary. The resignation shall take effect at the time specified in it, or immediately, if no time is specified. Unless it specifies otherwise, a resignation takes effect without being accepted.

### **3.10. Vacancies.**

Any vacancy occurring in any office shall be filled by appointment of the President, approved by the Board, for the remaining term. Any vacancy occurring in the office of President shall be filled by the First Vice President, in which case the Second Vice President shall become the First Vice President and a new Second Vice President shall be appointed.

### **3.11. Committees.**

The VSAHA shall have the following committees;

- a) **Executive Committee:** The Executive Committee shall be empowered to conduct routine business of the association, coordinate the work and presentations of all committees and to serve in an advisory capacity to the President and the Board of Directors. The executive committee will include the President, First Vice President, Second Vice President, Secretary, Treasurer and other members of the Board of Directors as the President may deem necessary.
- b) **Nominating Committee:** The Nominating Committee shall be comprised of three (3) current directors. The Committee and Committee Chair shall be appointed by the President of the Association Board of Directors at the regular February meeting. The committee shall be charged with presenting a slate of nominations for officers to be presented at the regular March meeting each year, such slate together with nominations from the floor received at the March meeting, to be voted upon at the Annual Meeting.
- c) **Rules Committee:** The Rules Committee shall be chaired by the Second Vice President and shall consist of two or more additional persons elected by majority vote at the Regular October meeting. This committee shall function as a judicial body in all matters pertaining to playing rules, disciplinary actions, procedures and participation in hockey programs spon-

sored by VSAHA. All requests for hearing must be presented to the Rules Committee Chair within ten (10) days of the occurrence of any matter properly before the Committee or of actual or construction notice thereof. The Rules Committee shall defer jurisdiction to the Local Association or may take original jurisdiction of any matter which it feels is not being handled in an appropriate or timely manner. Appeals from Local Association decisions shall be made to the Chair of the Rules Committee, in writing, not more than ten (10) calendar days from the date of the rendering of the decision.

- d) **Tournament Committee:** The Tournament Committee shall be chaired by the First Vice President and shall consist of four or more members. This committee shall be responsible for preparing and recommending to the Board matters concerning conduct of the Vermont State Tournaments operated by VSAHA, including format, site selection, team seeding, rules and player and coach eligibility, and for implementing Board directives concerning tournament arrangements.
- e) **Select Teams Committee:** The Select Teams Committee shall be chaired by the Second Vice President and will be made up of the Coaching Director for VSAHA, the ACE Coordinator, Woman's Director for VSAHA, and a representative from any Member Association, Allied or otherwise, appointed by the Coaching Director. The Committee will develop the overall protocol to be used throughout the Select Team selection process to ensure a fair and equitable process takes place.
- f) **Appointed or Special Committees:** Appointed or Special committees shall be created by resolution of the Board of Directors. Such resolution shall establish the size, term, and task of the committees. The President shall appoint the members of the committees from the membership of the Board of Directors and shall designate a chairperson. Each special committee shall provide interim reports to the Executive Committee as requested by the Executive Committee, shall coordinate its activities with the strategic planning activities of the Executive Committee and report to the Board of Directors annually.

## **Article IV. Eligibility for State Tournament.**

### **4.01. Residency Requirements.**

Only players who are bona fide residents of the State of Vermont are eligible for State Tournament competition with the following exceptions:

- a) A player residing in a neighboring community in the States of New York, Massachusetts, or New Hampshire who is eligible to register with or to transfer to a Vermont Registered Team Member as a permitted transfer; a Board-approved transfer for extraordinary circumstances; or as part of a combined team.
- b) Players who are residing in the State of Vermont with blood or familial relatives.
- c) Residency is where the player habitually resides. Unless established to the contrary, residency is presumed to be with one of the parents of the player. The Board may consider any relevant factor in determining the place of the player's residency.
- d) A student, residing temporarily in the State of Vermont in a bona fide exchange program may petition the Board for permission to play with a Local Association.

### **4.02. Select Teams for Age Groups 14U and Younger.**

Select teams for age groups 14U and younger, (youth and girls,) are not eligible for State Tourna-

ment Competition except: VSAHA may designate one Select Team to compete in a Tier I State Tournament. A team from any Local Association may also compete in a Tier I Tournament if the team so declares before December 31, of that season. If the Select Team is not challenged, that team will represent Vermont in the Tier I Regional Tournament. Any Select Team so designated must comply with the requirements set out in Article IV, Paragraph 4.01.

#### **4.03. Select Teams for Age Groups 16U and Older.**

Select teams for age groups 16U and older, (youth and girls/women,) are permitted in State Tournament competition provided that the team (a) utilizes open tryouts to establish its roster and (b) is composed of players who comply with By-law Article IV, Paragraph 4.01.

### **Article V. Dispute Resolution.**

#### **5.01. Dispute Resolution Procedures.**

In order to provide for an efficient, orderly and uniform method of resolving all Disputes, the following Dispute Resolution procedures are hereby adopted.

- a) **LOCAL ASSOCIATION:** The preferred decision making body, for all matters shall be the Local Association. The Local Association Board of Officers shall constitute the original jurisdiction for all decisions.
- b) **RULES COMMITTEE:** Any party aggrieved by a decision of the Local Association respecting matters shall appeal such decision to the Rules Committee in writing not more than 10 days after receipt of the decision of the Local Organization. The rules Committee shall hold a de novo hearing within twenty (20) days of receipt of the appeal and render written findings and a decision within ten (10) days of hearing.
- c) **BOARD:** Any party aggrieved by a decision of the Rules Committee may appeal to the full Board by written notice delivered to the Chair of the Rules Committee not less than 24 hours prior to the next regular full board meeting. Such appeal shall specifically address the written findings of the Rules Committee, indicating objections thereto. The Executive Board shall determine whether additional documentary or oral evidence shall be presented to the Board. The Board shall deliberate and announce its decision at the time of the hearing.
- d) **BINDING ARBITRATION:** Action of the Board shall be presented to arbitration conducted by a single arbitrator provided both parties agree, or, if there is no agreement, by a panel of three arbitrators, one each selected by each party and a neutral selected by each of the other arbitrators.

### **Article VI. General Provisions.**

#### **6.01. Checks and Notes.**

Checks, demands for money, and notes of the Association shall be signed by officer(s) or other person(s) designated from time to time by the Board of Directors.

#### **6.02. Depositories.**

Designation of banks and financial institutions where funds of the Association are to be deposited or invested, as well as authorization of other investments, shall be a function of the Board of Directors.

**6.03. Fiscal Year.**

The fiscal year of the Association shall begin on the first (1st) day of August each year and end the following July thirty-first (31st).

**6.04. Amendment of Bylaws.**

These Bylaws may be altered, amended, or repealed at any meeting or special meeting of the Board of Directors by a two thirds (2/3rds) vote of the Board, provided written notice of the proposed amendment has been given at least ten (10) calendar days prior to the meeting by hand delivery, mail or email. It is presumed that notice given at any regular meeting is adequate notice for amendments offered at the next regular meeting.

**6.05. Notice.**

Whenever, by statute, these Bylaws, or otherwise, notice is required to be given to a member, director, or committee members, and no provision is made as to how the notice shall be given, it shall not be construed to mean personal notice, but any such notice may be given:

- a. In writing, by mail, postage prepaid, by fax, or by e-mail, addressed to the director, committee member, or member at the address on the books of the association.
- b. In another method permitted by law. Any notice required or permitted to be given by mail shall be deemed given at the time when the same is thus deposited in the United States mail.

**6.06. Insurance.**

The Board shall obtain and maintain such insurance as is recommended by USA Hockey or an independent VSAHA insurance advisor, including Directors and Officers Liability Insurance.

**6.07. Equal Opportunity.**

VSAHA shall provide an equal competitive opportunity taking into account ability, physical size and other athletic criteria, to amateur athletes, coaches, trainers, managers, administrators, and officials to participate, consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin.

**6.08. Table of Contents: Headings.**

The table of contents and headings are for organization, convenience and clarity. In interpreting these Bylaws, they shall be subordinated in importance to the other written material.

**6.09. Annual Guide.**

The VSAHA Annual Guide shall be published on or before September 1 of each year. In the event a new Annual Guide is not published by that date, the Annual Guide from the previous year will remain in effect until the new edition is published. The Annual Guide shall contain the rules, regulations and policies of VSAHA and shall control all matters not specifically covered by these by-laws. Any rules, regulations or policies contained in the Annual Guide may be modified or amended by the Board Of Directors at any regular, annual or special meeting of the Board provided that notice is given to each Director either by hand delivery, mail or email at least 10 days prior to the meeting. The omission of any matter from either the these Bylaws or the Annual Guide shall not preclude the Board from adopting and/or enforcing any rule or policy deemed in the best interests of youth hockey in Vermont.

**6.10. Rules of Procedure.**

When these Bylaws do not specify procedures to be followed, Robert's Rules of Order, Newly Revised, shall be used as a guide.

**Article VII. Dispersal of Assets.**

**7.01. Dissolution of the Corporation.**

Upon dissolution of the corporation, the Board of Directors shall, after paying or making provisions for payment of all liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purpose of the corporation, or so to such organization or organizations organized and operated exclusively for charity, education, religious, or scientific purposes and shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 or corresponding provisions of any future Federal tax code, or shall be distributed to the Federal, State, or local government for public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principle office of the organization is then located, exclusively for such purpose.



## **PARTICIPANT REGISTRATION WITH VSAHA & USA HOCKEY**

### **Participants include ALL players, coaches, managers and initiation instructors**

There are now two steps for a participant to be properly registered.

1. **Individual Membership Registration** is completed – This shall be accomplished by registering online through the USA Hockey website at [www.usahockey.com](http://www.usahockey.com). For the 2011-2012 season, a paper registration and transmittal may occur only with the prior approval of the State Registrar.
2. **The registered participant is included on an approved Team Roster** - All participants playing or coaching on teams that travel or participate in the state tournament must be included on an official team roster. To insure coaches complete the appropriate coaching requirements, rosters of players and coaches for cross ice mites that just participate in cross-ice jamborees or games, house/recreational league players that do not play against other organizations, and initiation players will have to be submitted to the State Registrar. Coach screening occurs through procedures established by the 2<sup>nd</sup> Vice President. No adult coaches are allowed on the ice for practices or games until they have been registered and submitted their screening information. Coaches have until December 31 to obtain the appropriate CEP level. Student coaches must submit the student coach forms prior to participating as a student coach.

The local association registrar is responsible for registering participants with the local association. The player and coach registrations must be submitted to the State Registrar through an official transmittal either via the internet for those who registered online or, where prior approval has been granted, by disk for those who registered locally including checks for all appropriate fees. If the participant registered online, the player registration and fee will be processed by the internet transmittal and the association does not need to forward fees for that participant. The IMR fee is \$34 per player and \$30 per coach. For players who are approved to be registered by paper, the local organization shall submit for each player \$30 payable to USA Hockey and \$4 payable to VSAHA. For coaches who are registered by paper, the local association shall submit for each coach \$30 payable to USA Hockey. There is no charge for participants born in 2005 or later, however, online registration is still required for those participants. New for the 2011-2012 year, volunteers may register on-line and be claimed by the local association. This may help an association to create mailing lists, e-mail lists, etc. to assist in association management.

**All transmittals and fees are due to the State Registrar before a participant steps onto the ice.**

The team roster is the form where the organization assigns players, coaches and managers to a team. There is a limit of 20 players to a team (except teams registered as high school).

A team roster is required for all teams who travel to play other organizations and who wish to participate in the state tournament. A team roster is required for house/recreational team participants, cross ice mites or initiation (learn to skate) participants. All rosters must be submitted to the State Registrar before any games are played. The roster submission must include all coach screening application forms. **The team roster will not be approved by the Registrar unless all coaches' applications and releases are submitted with it. This means that the team's games will not count toward the number required to qualify for the State Tournament nor will games count prior to the postmark or email date of the roster submission.** There may be additions and deletions to the team roster as the season progresses. To delete/add participants a supplemental team roster must be submitted detailing just the changes. All team rosters must be signed by the State Registrar by **December 31, 2011** in order for the team to be eligible for the state tournament.

Again, there is no requirement for a team application form this year. The official roster form has been modified to accomplish this function. The \$4 fee add-on for player registrations now pays the former roster fee for the New England District and the local association VSAHA dues.

The Team Roster Form must be finalized before December 31, 2011 for youth Tier I and Tier II teams and girls'/women's (except Women's A) national tournament-bound teams. Roster changes will not be accepted after December 31 for teams that are going to participate in the qualifying tournaments for the Tier I and II youth teams, girl's Tier I (Tier II also if national tournament is offered this year) teams and senior women's (except over 30 women) regional and national tournaments. **No Squirt level team rosters can be designated as Tier 1 or Tier 2.**

**Excerpt from the USA Hockey 2011-2012 Annual Guide, pages 132-3, regarding player eligibility:**

### ***National Tournament-Bound Teams***

*A player may not register on more than one team that participates in games leading towards a national championship except for High School Varsity and/or Prep School divisions. Player changes to the official team roster form (1-T) for youth Tier I and Tier II teams and girls'/women's (except Women's A) national tournament-bound teams will not be accepted after December 31. Refer to Rules and Regulations XII, for additional requirements for national tournament-bound teams.*

*In the event a player is registered on more than one team that participates in games leading towards a national championship, the appropriate registrar shall have the final authority to certify the eligibility of any such player solely on the basis of the date on which the effective date of the earliest team roster registration form, as provided above, is received.*

*Girls/Women may dual roster on a youth and female team if the affiliate rules permit dual registration for females. Dual-rostered females playing on youth and girls'/women's teams may continue playing on both teams until the end of the regular season. However, the player must declare in writing to her appropriate registrar, or his/her designee, by December 31 which tournament-bound team she wishes to be eligible to advance to the district, state, regional and*

*national championship. If the player does not indicate which team she wishes to be eligible for district, state, regional and national tournaments, the appropriate registrar shall have the final authority to certify the eligibility of any such player solely on the basis of the date of the earliest team roster registration form, as provided above, is received.*

*Any youth player (male or female) rostered on a Tier I or Tier II youth or girls'/women's team and a Junior Program team as of December 31, can only play for one team after December 31.*

## **CREDENTIALING REQUIREMENTS**

All teams that are required by VSAHA to be rostered, except cross ice mites and recreational/house programs, shall prepare and carry to every game a credentialing book. The credentialing book shall contain a copy of the approved team roster, copies of the USA Hockey waiver of liability form for players who did not register online, copies of the code of conduct form signed by each player and coach, copies of consent to treat forms completed and signed by the parent or legal guardian or the player if over 18, and copies of game sheets from qualified games. In order to count games as tournament qualifying games, game sheets for games played against teams from another affiliate shall include a copy of the approved roster of the opponent and game sheets vs. a Canadian team shall include a copy of the USA Hockey approved travel permit for games played in Canada or a copy of the Hockey Canada travel permit for games played in the United States.

### **Games Played for Tournament Eligibility Requirements:**

**Squirts, PeeWees, and Bantams:** Each team must have played as a team unit at least 20 games and an individual player must have played in at least 10 of those games.

**Youth Females:** Each team must have played as a team unit at least 14 games and an individual player must have played in at least 10 of those games.

**Split Season Midget Males:** Each team must have played as a team unit at least 20 games and an individual player must have played in at least 10 of those games.

Before a game can count toward the eligibility requirement and prior to the game being played, the participating teams' rosters must have been signed by the **State Registrar or, in the case where the team is from another affiliate or country, the team's roster has been signed by the appropriate official of that jurisdiction.** A non-rostered player participating in a game will negate the game counting toward the eligibility requirement for the rostered team. Also games played against teams not registered or rostered with USA Hockey or Hockey Canada (travel permit required for the game to count) will not count toward the eligibility requirement unless specifically approved by the State Registrar. Teams may begin counting games played August 19, 2011 and after.

Rosters must be signed by each player and initialed by each coach for all “A” and “AB” teams, pee wee level and above, male and female.

Any organization hosting a tournament including the VSAHA state and the USA Hockey regional or sectional tournaments must complete an Invitational Tournament Application and have it approved and filed with the 1<sup>st</sup> Vice President and State Registrar prior to the tournament. If a tournament is hosted without this form completed and signed by the State Registrar prior to the tournament beginning, there will be no USA Hockey insurance coverage for any participant. The form is contained in the Cybersport software and is distributed at the annual registrars meeting. The tournament application fee has increased to \$50 (\$75 if foreign teams are participating).

A USA Hockey Travel Permit (also available in a form-fillable format) approved by the State Registrar is required to participate in games outside the United States. All non-US Citizens must obtain a written transfer Letter of Approval from USA Hockey prior to participation on Youth and Girls teams. The transfer form is in the Cybersport software or it can be obtained from the State Registrar.

A player may play up a classification if local association policies permit but MAY NOT play down. All participants must complete Waiver/Release forms before they begin the season. The local association must retain Waiver/Release forms for the current season plus the four prior seasons. Waiver forms are not required to be archived for players who processed their registration through the USA Hockey website.

Consent to Treat forms and USA Hockey Participation Code of Conduct forms need to be completed by each participant. These forms are now available in computer form-fillable formats and are available from your local registrar. USA Hockey has those on file.

Use the USA Hockey Annual Guide, 2011-2012 as your reference book which can be found at [www.usahockey.com](http://www.usahockey.com).

Any registration questions can be directed to:

Robert Greemore  
31 Hutchins Circle  
Barre, VT 05641  
Home: (802) 476-4341  
Work: (802) 828-4777  
FAX: (802) 828-3457  
E-Mail: [rgreemore@msn.com](mailto:rgreemore@msn.com)

## 2010-2011 SEASON AGE CLASSIFICATION

### YOUTH

Birth Year	Age	Division
1992	18	Midget-18 or under
1993	17	Midget-18 or under
1994	16	Midget-16 or under
1995	15	Midget-16 or under
1996	14	Bantam-14 or under
1997	13	Bantam-14 or under
1998	12	PeeWee-12 or under
1999	11	Peewee 12 or under
2000	10	Squirt-10 or under
2001	9	Squirt 10 or under
2002	8	Mite 8 or under
No charge for 2003 or younger		

### GIRLS

Birth Year	Age	Division
1992	18	19 or under
1993	17	19 or under
1994	16	16 or under
1995	15	16 or under
1996	14	14 or under
1997	13	14 or under
1998	12	12 or under
1999	11	12 or under
2000	10	10 or under
2001	9	10 or under
2002 & younger	8	8 or under
No charge for 2003 or younger		



## PLAYER TRANSFER RULES AND PROCEDURES

Any player that transfers from a Local Association to another Local Association, Allied Member, or any other USA Hockey registered youth team, must file a Notice of Transfer form. The form must be sent by the Receiving Organization directly to the 2nd Vice President of VSAHA for action by the VSAHA Executive Board before any games are played by the transferring player.

There are four basic transfer types recognized by VSAHA. They are as follows:

**Local Association Transfer**- A player may transfer from one association to another association provided they are released in good standing from the president of the Home or Original association. *(The only reason to deny a release to a player is if the Home or Original association is owed dues, fees, or uniform jersey by the player seeking the Notice of Transfer.)*

**The released player may not participate in the state tournament in the first year of transfer.** If the players team advances past the state tournament, said player is eligible for play at the next level tournament.

**Procedure:** A Notice of Transfer, is requested by the **family of the player** wishing to be transferred, to the releasing or Home organizations President, who sends the completed Transfer form to the President of the new or Receiving Organization. The President of the Receiving Organization then sends the completed Transfer directly to the 2nd Vice President for action by the VSAHA Executive Board. However either organization can initiate the process if they have firm paperwork/payment/registration information for a player. The family/organizations will be carbon copied on all request. **Releasing organization' must respond to this request within two weeks of receipt.**

**Permitted Transfer** – In each of the situation below, a player will be allowed to transfer to the Receiving Organization and retain state tournament eligibility.

A player changes residence to a geographic area that is covered by another Local Association.

A player who has not previously transferred to any program wants to return to their home organization. *Example: A South Burlington resident started with Burlington and later wants to skate with friends at CSB, which would be their home program.*

The organization the player originally is registered with becomes inoperative at the players age group, (Squirt, PeeWee, Bantam) but not by level, (A, AB, B). *Example: If a program had an A team in a prior year but drops to AB in the current year, player is not eligible for a Permitted Transfer.*

Teams combine or programs merge with approval from the VSAHA Board.

**Procedure:** A Notice of Transfer, is requested by the **family of the player** wishing to be transferred, to the releasing or Home organizations President, who sends the completed Transfer form to the President of the new or Receiving Organization. The President of the Receiving Organization then sends the completed Transfer directly to the 2nd Vice President for action by the VSAHA Executive Board. However either organization can initiate the process if they have firm paperwork/payment/registration information for a player.

Continued: The family/organizations will be carbon copied on all request.

**Releasing organization' must respond to this request within two weeks of receipt.**

**Board Approved Transfer/Extraordinary Circumstances** – Transfers under this classification will be addressed individually by the VSAHA Executive Board which can recommend a course of action to the full Board for final action. **NOTE: The player is not registered until the VSAHA Board has acted on the notice and a final action taken.**

**Procedure:** A Notice of Transfer, is requested by the **family of the player** wishing to be transferred, to the releasing or Home organizations President, who sends the completed Transfer form to the President of the new or Receiving Organization. The President of the Receiving Organization then sends the completed Transfer directly to the 2nd Vice President for action by the VSAHA Executive Board. However either organization can initiate the process if they have firm paperwork/payment/registration information for a player. The family/organizations will be carbon copied on all request. A statement of the reason for the transfer is required and needs to accompany the Notice of Transfer form. It could be on the reverse side of the transfer form or separate page by the parent or guardian of the player. It should explain fully the reason for the transfer and explain the extraordinary circumstances so the VSAHA Executive Board can act expeditiously. **Releasing organization' must respond to this request within two weeks of receipt.**

**Combined Teams** – Two or more organizations may, with Board approval, combine to form a combined team at any given level. (A team shall be deemed a combined team if it includes three or more players from one or more Local Associations, unless a transfer is permitted under items 2 and 3 above.) Provided, however, that any combined team shall be assigned to play at the next higher level of the larger Association. *Example: If an AB Association combines to form a bantam team with a B Association, the combined team shall be assigned to play at the A level. (if the team proved not to be competitive at the A level, it may petition to play down.)*

**Teams having more than two (2) released players during the regular season shall be ineligible for state tournament play. No team shall have more than four (4) released players.**

**Out-of-State-Players** – A player that transfers into a VSAHA Local Organization from out of State will need to be voted on by the full Board each year of registration even though they may have been voted on in one or more prior years. Player's from bordering communities in New York, Massachusetts, and New Hampshire may register with or transfer to a VSAHA Local Organization team on the same basis as in-state player's, however a Notice of Transfer must be filled out each year. As long as the out of state player continues to play for the same VSAHA Local Organization, no further notice or Board approval is required. **No Out-of-State player will be eligible to play on a Vermont Select Team even if they have played the entire season with a VSAHA Local or Allied Association. The Out-of-State player will need to tryout for any USA Hockey post season Select team within the State they reside and have physical residence in.**

**NOTE: The November meeting of the VSAHA will be the last meeting where the Notice of Transfers will be heard and acted on. All Notice of Transfers will need to be submitted to the State Registrar prior to this meeting.**

## Notice of Transfer and Release

This form must be completed in full and submitted to the 2nd Vice President before the player is deemed eligible for team play at the Receiving Organization. The VSAHA Executive Board will act on this Transfer or refer it to the full Board at its regularly scheduled monthly meeting. No Transfers will be accepted after the November meeting date.

Players Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Home Address: (no P.O.) \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Level: \_\_\_\_\_

Home/Original Organization: \_\_\_\_\_

**Please check the applicable transfer status:**

- Local Association Transfer** – Player is not eligible for State Tournament play.
- Permitted Transfer** – Player is eligible for State Tournament play. Submit short statement explaining transfer.
- Extraordinary Circumstance Transfer** – If player desires State Tournament eligibility, Board approval is required.
- Tier II to Tier I Transfer/Tier I to Tier II Transfer** - If player is moving to from a local association to the Tier I level or from Tier I level to a local association.

**Release by Home Organization:**

The above player has no outstanding financial obligation to \_\_\_\_\_  
(Home Organization) and is hereby released without recourse to the Receiving Organization.

By (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Acceptance by Receiving Organization:**

\_\_\_\_\_ (Receiving Organization )

hereby agree to accept above named player in our organization.

By (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

**VSAHA Approval Status:**    **Approved**    **Denied**   **State Tournament Eligible:**    **Yes**    **No**

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



## **GIRL'S AND WOMEN'S HOCKEY**

The Girl's and Woman's Section will be posted at a later date.

Yours truly,

Susie Brooks  
VSAHA Director of Girls'/Women's Hockey



## STATE TOURNAMENTS

### VSAHA TOURNAMENT FORMAT

#### **TEAM CLASSIFICATION STATUS:**

VSAHA tournament classification is structured on a three-tier classification system. The system will have A, AB and B level associations. The classification is based on total number of players within the association. A rolling three-year average is used to minimize year-to-year changes. This classification was established in 2002 to reduce the number of petitions to play down.

#### **CLASSIFICATIONS:**

All Association Teams will be automatically placed in the appropriate level and this list will be generated and made public for the VSAHA Kickoff Meeting, usually held in August.

1. Appeals due to extenuating circumstances will be heard prior to the December State Meeting by the Tournament Committee and ruled upon immediately by the entire VSAHA Board. A VSAHA tournament petition/challenge form must be submitted for each team and a representative must be present at the challenge hearing.

Exceptions to the guidelines must be based on (but not limited) failure to be competitive, with the possibility of creating a negative environment for participating teams.

#### **The two types of requests requiring a hearing are:**

- A. Petition to Play-Down.
- B. Challenge to Play-Up.

Teams petitioning to Play-Down or being challenged to Play-Up must play a minimum of four games against three different Vermont teams in order to allow the Tournament Committee to make a reasonable recommendation. Failure to meet the minimum game criteria does not preclude the petition or challenge process but does make a favorable outcome more difficult.

Challenges to teams to Play-Up must be submitted in writing to the Tournament Director by **December 1<sup>st</sup>** through an appropriate Association Board Member (i.e. Head Coach, State Rep, President). The challenging association must have accurate knowledge of games played, justifying the challenge.

2. Petitions to Play-Up a level only need to be requested on the Tournament Form due at the November meeting.

## VSAHA STATE TOURNAMENT TIMETABLE

### AUGUST V.S.A.H.A. MEETING

Announcement of classification of Local Associations.

The classification will declare which State Tournament each Association team will participate. This list will be generated by the Tournament Director and approved by the Executive Board as established by the State Board Format.

### OCTOBER V.S.A.H.A. MEETING

A Level Associations (6)	AB Level Associations (8)	B Association (6)
Barre	CVSA	Woodstock
Burlington	Stowe	Pleasant Valley
CSB	Harwood	Lamoille
Essex	Missisquoi	Lyndon
Rutland	Northshire	Milton
St. Albans	Brattleboro	Northfield
	Middlebury	
	Upper Valley Girls	

Applications for hosting State and Regional Tournaments are due.

### NOVEMBER V.S.A.H.A. MEETING

Date for each Association to return the Tournament Participation Form to the Tournament Committee reflecting how many teams will be participating and at what levels. This should reflect any possible appeals.

Spit Season Regional Seeding Tournament for Midgets projected, depending on host site and number of teams. Both Major and Minor levels.

Split Season Regional Seeding Tournament for U-19 Girls projected, depending on host site and number of teams.

### DECEMBER 1st

Date by which any petitions/challenges must be filed with the Chairman of the State Tournament Committee, in writing (includes email).

Tournament participation forms are due.

## **DECEMBER 4th-11th**

Both parties involved in any challenge will be notified by phone one week prior to the December meeting to allow them adequate preparation for argument before the Board. State Tournament Committee will review all challenges and either deny them or bring them before the Board of Directors at the December meeting.

**December 11th is the latest date in which an Association may drop a team from the Tournaments, without facing possible sanctions.**

## **DECEMBER V.S.A.H.A. MEETING**

V.S.A.H.A. December meeting at which time any petitions/challenges recommended for hearing will be reviewed and decided by V.S.A.H.A. Board of Directors.

**State and Regional Tournament Host Sites announced.**

## **JANUARY 4th**

Entry fees are due to Host Organizations.

Tournament trees are due to the Tournament Director and Referee in Chief for scheduling of Officials. Trees should be submitted electronically (e-mail) and must include dates and times.

## **JANUARY V.S.A.H.A. MEETING**

State pairing meeting for all teams whose fees and dues are paid.

Tournament trees for all State Tournaments passed out.

All organizations must by this time have provided State Tournament Director with an electronic copy of rosters of all eligible players (including jersey number) for all teams competing in the State Tournaments. This will be compared to official rosters from State Registrar and will be available upon request and at the Tournament Site.

# **VERMONT STATE CHAMPIONSHIP TOURNAMENT RULES AND REGULATIONS**

**SECTION A:** All tournament bound teams must be so declared with the V.S.A.H.A.

**SECTION B:** State Championship tournaments will be completed within ten (10) consecutive days and be completed two weeks before the corresponding regional tournaments. Larger tournaments can be extended with approval by the State Tournament Director.

**SECTION C:** All State Championship Tournaments shall be double elimination tournaments.

The exception to this can be the Split Season Regional Seeding Tournaments whose structure will be dependent on the number of teams competing. Squir B tournaments will be a round robin play down weekend followed by a championship weekend.

**SECTION D:** A, A/B and B level tournaments will be held at the Squir, Pee Wee, and Bantam. Girls and Midget tournaments (split and full season) shall be held at the appropriate levels depending on the teams registered with the V.S.A.H.A.

**SECTION E:** The team rosters from each association will be assembled from the State Registrar records by the State Tournament Director. Electronic copies of team rosters are due to the State Tournament Director by the December VSAHA Board meeting.

**SECTION F:** Team/Player Eligibility: Prior to the State Championship Tournament each team must have competed, as a team, in at least 20 games during a season and each player for at least 10 games as a member of that team. Girls teams must have completed at least 15 and 14 games (split season) as a team, respectively, during a season to qualify. The Board can approve fewer games.

**SECTION G:** All Vermont teams must play at least four (4) games against other Vermont Association teams of the same level prior to the petitioning meeting in December.

A. Teams not complying with the 4 game rule will automatically be petitioned up one level of play.

B. Outlying Associations should expect that two of the four games would be home games. They are not expected to travel for all four mandatory games.

**SECTION H:** All teams entering into State tournament will need to have a credentials book (same as regionals). The book must include game sheets, roster, and medical waiver. Birth Certificates are no longer necessary per USA Hockey. Tournament Directors must inspect the credentials book prior to the team's first game. **Teams without a credentials book will be sanctioned. A fine will be levied to the Association.**

**SECTION I:** Teams that are not rostered by December 31st will automatically be sanctioned \$300.00 by the State.

**SECTION J:** Dual participation: A player may not compete with more than one team in the state tournaments, regardless of classification. (For example: a player cannot compete as a member in both Pee Wee and Bantam tournaments, or any other possible combination of classes).

**SECTION K:** Host Associations are to schedule games using the following guideline for Vermont State Championship tournament play.

### **STOP ICE TIME GUIDELINE**

\*\*\* The rules for overtime are explained in Section L

All times in the previous table are stop times. When there is a 6 or greater goal difference between the teams at ANY TIME in the third period, running time will be used for the remainder of the game. The game will not revert back to stop time regardless of any scoring. Stoppage for injury will be allowed as well as stoppage at the discretion of the referee.

### **PENALTY MINUTE GUIDELINE**

**NOTE:** The length of the *majority of the periods* of any game shall determine the length of penalties for the entire game. Ice will be resurfaced between the second and third periods of each game. Ice will not be resurfaced between overtime periods. **The exception is during Semifinal and Final games. In the event of Overtime play during a Semifinal or Final Game, ice will be resurfaced after the first overtime period, and after every two overtime periods until game completion.**

**SECTION L:** There will be a maximum of two (2) games per day per team in any State Championship Tournament.

**SECTION M:** There shall be a minimum of four (4) hours scheduled between the end of the first game and the start of the second game that a team plays on the same day. Only the State tournament Director can adjust times as necessary.

**SECTION N:** No games to start prior to 7AM. No games to start after 9PM. There shall be at least 12 hours between the end of the current day's game and the start of the first game the next day for the same team. Only the State Tournament Director can adjust these times as necessary.

**SECTION O:** To settle a tie game the following procedure will be used:

1. Play a 5-minute sudden death stop time overtime.

2. Switch goals to play a second overtime if there was no goal scored in the first overtime. Same rules as #1 above.

3. Both teams will pull the goalies and play 3 minutes of stop time sudden death overtime. In order for a goal to count the shot or errant pass must be from inside the blue line. If a shot or pass goes in the net from outside the blue line, off sides will be called. After first 3 minutes overtime each team will take one more player off the ice and in 3-minute intervals until 2 on 2 is reached then play continues until goal is scored. Penalties work as in a regular game (team

Classification	Period 1	Period 2	Period 3	O /T ***
Squirt	10 Min.	10 Min.	12 Min.	
Pee Wee	12 Min.	12 Min.	15 Min.	
Bantam	15 Min.	15 Min.	15 Min.	
Midget	15 Min.	15 Min.	12 Min.	
Girls 12u	12 Min.	12 Min.	15 Min.	
Girls 14u	15 Min.	15 Min.	15 Min.	
Girls 19u	15 Min.	15 Min.	15 Min.	

plays a man short) until 2 on 2 situation occurs then teams play with 2 players but penalized player leaves ice and can not return for duration of the game. **The exception is during Semi-final and Final games. In Semifinal and Final games play is to continue in alternating stop time play with goalies, equivalent to the third period of regulation time. EX: Sq OT = 12 Min. / Pw OT = 15 Min.**

**SECTION P:** The Tournament Director shall assemble team rosters listing the eligible players

Period Length	Minor	Major	Misconduct
10 Minutes	1 Minute	3 Minutes	5 Minutes
12 Minutes	1.5 Minutes	3.5 Minutes	7.5 Minutes
15 Minutes	1.5 Minutes	5 Minutes	10 Minutes

registered with each team entered

in the tournament. The rosters shall be assembled from the records of the Registrar of the V.S.A.H.A. They should be available for examination by all interested parties at the meeting specified in article Section "E" above, at which time all player eligibility protests must be made. The decision reached, either by agreement of the parties involved, or in the event such agreement cannot be reached; by the specific tournament committee shall be final with no right

of appeal. Team rosters as finally approved by the Tournament Committee shall be in the possession of the specific tournament director and available at the tournament site.

**SECTION Q:** It shall be the duty of the specific Tournament Director to complete and return a copy of the tournament results to the VSAHA Tournament Director immediately after the conclusion of the tournament.

**SECTION R: NO COACH WILL BE ALLOWED ON THE BENCH DURING ANY STATE TOURNAMENT GAME UNLESS HE OR SHE IS CERTIFIED.** Failure to comply may result in game forfeiture. (Those officials which may administer this rule will include State Officials, Tournament Officials and Game Officials).

### **ADDITIONAL TOURNAMENT GUIDELINES - HOST SITE REQUIREMENTS**

All trophies must be purchased from the VSAHA by the Host Association. Team Trophies for 1st through 3rd place teams. Individual Trophies for 1st and 2nd place players.

The Host Site Tournament Director, or an appropriate appointed designee, must be on site for all tournament games.

The Host Site is responsible to ensure enough volunteers are available to perform the minor official duties of timekeeper, scorer and penalty boxes. These volunteers should be familiar with the duties and requirements of the respective position.

A tournament program should be made available at no cost to attendees. The program should at a minimum include team rosters and game schedules.

Host Site Tournament Directors must notify the State Registrar of teams qualifying for regional play. These teams include first and second place A level and first place AB level for Squirts and above. The State Registrar will then certify that the team and players are eligible to compete in regional play.

Any team which qualifies for regional Play is required to attend the respective Regional Tournament.

## TOURNAMENT ENTRY FEES

Team Level	Fee
Squirt	\$500
Pee Wee	\$550
Bantam	\$575
Midget (full season)	\$575
Girl's 12U	\$550
Girl's 14U	\$575
Girl's 19U	\$575

## ADDITIONAL ITEMS TO CONSIDER

High School players are not eligible for play in February's Vermont State Tournaments. They are eligible for Regional and National play if they have met USA Hockey requirements. High School players that have left their team prior to the December VSAHA meeting, and are eligible to play for a local association will be allowed to play in the appropriate level State Tournament. The local association must inform the State Tournament Director and State Registrar that the High School player is returning to the team.

## TEAMS CHALLENGING FOR TIER 1 SLOT

Any team may challenge for the Tier 1 berth by submitting a request by **December 31**, to the Tournament Director. This team will be **INELIGIBLE** to participate in any other VSAHA State Tournament. Fees for game(s) costs, and scheduling of games will be determined at a later date. Split Season Midget & Women's Tier I/Tier II Teams Regional Seeding Tournament format will be determined by the number of teams participating.

## RECOMMENDATIONS FOR MIDGETS AND GIRLS

Because of game requirements and the timing of certain tournaments, we feel we can best serve our membership at the High School level by allowing teams to form during the early fall, either through open tryouts or through local associations, to provide those members wishing to play hockey as a full time sport an opportunity which would not be available within each of our organizations before the end of the fall sports season.

## State Tournament Timeline

August 27, 2011	VSAHA Face-off Meeting
October 11, 2011	State/Regional Tournament Host Site request due by Associations.
November 8, 2011	Split Season Regional Seeding Tournament for Midgets projected, depending on host site and number of teams. Both Major and Minor levels.
November 3, 2011	Split Season Regional Seeding Tournament for U19 Girls projected, depending on host site and number of teams.
November 8, 2011	Tournament Participation Form due.
November 2, 2011	Cut Off for Petitions / Challenges, in writing to Tournament Director
December 13, 2011	Host Sites Announced VSAHA Monthly Meeting & Challenge Hearing
January 4, 2012	Tournament Trees Due to Chairman and Referee-in-Chief Entry Fees Due to Host Organization
January 10, 2012	State Pairing Meeting <b>Electronic copy</b> (e-mail) of team rosters due to State Tournament Director.
February 10, 2012	AB and B States begin, based upon number of teams and host associations.
February 17, 2012	Level A and Girl's tournaments start.

**Chairman:** Jeff Cabanaw  
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[tarrisonus@comcast.net](mailto:tarrisonus@comcast.net)

**Ref-in-Chief:** Brian Collamore  
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## 2010 YANKEE CONFERENCE FESTIVAL

<u>All Star Level</u>	<u>Birth Year</u>
Boys Select 12	2000
Boys Select 13	1999
Boys Select 14	1998
Boys Select 15	1997
Boys Select 16	1996
Boys Select 17	1995
Girls Select U13	1999-2000
Girls Select U15	1997-1998
Girls Select U17	1995-1996

### VSAHA Select Team Selection Process

The Selection Team tryout process is the means by which VSAHA chooses players who will represent the state in regional play at the Yankee Conference Festival. Boys Select teams will be represented at the Select 12 through Select 17 level and the girls will be represented at the Select U13, this will include 12 year-old birth year of 1999, through Select U17. Player's selected for each team will also have the opportunity to attend New England Regional Development Camps.

The Yankee Conference Festival is a highly competitive tournament attended by the best youth players from the New England District state's of Maine, New Hampshire, Rhode Island, Vermont, and Connecticut. The primary objective and philosophy of the VSAHA is to send forward to the Festival, the best players in Vermont, in order to compete at the highest level with the other New England District teams. As the overarching governing body for the association members of the Vermont's USA Hockey Affiliates, VSAHA must strive to achieve this primary objective and utilize whatever means and methods available to put forth the best at each level.

The following will outline potential means and methods adopted as Standard Operating Procedures in the quest of selecting the best of the best youth hockey players to represent Vermont and VSAHA.

Beginning with the Select 13 age levels, Vermont select team players are invited to attend the New England Regional Development Camp. The New England Regional Development Camp is the best summer program in the country for high level training of our region's best players and many believe the camp is the best benefit for a player in the entire select team process. The 2012 schedule will include boy's camps for Select 13/14, Select 15/16 and the girl's camps for Select 13/14, Select 15/16 and Select 17.

The VSAHA in cooperation and partnership with the University of Vermont's Men's Hockey Program established a summer development camp for all male skaters who make it to the 2<sup>nd</sup> day of tryouts for the select 12, 13 & 14 levels. As Coach Kevin Sneddon states:

*"The UVM Hockey coaching staff is committed to the development of Vermont hockey players in an attempt to increase the number of Vermonters competing at the highest levels of hockey. The Vermont Player Development Program is a one-week camp that offers high level instruction both on and off the ice in order to improve their overall hockey abilities. Our first camp at UVM was a huge success, and we look forward to making next year's even better."*

**Important:** Select team tryouts are open to all boys born in 1994 through 1999 and all girls born in 1995 through 2000.

### **TRYOUT SCHEDULE DATES:**

**November 13/19, 2011**—Norwich University—Select Boy's 15, 16, 17's (ice times to be posted)

**November 12/20, 2010**—Norwich University—Girl's U14/15, U16/17 (ice times to be posted)

These tryouts are for girls born in 1995 through 1998 and for boys born 1995 through 1997. The registration form and schedule will be posted on [www.vthockey.org](http://www.vthockey.org) in September.

**February 25/26, 2012**—Cairns Arena—Select Boy's 12, 13, 14's (ice times to be posted)

**February 25/26, 2012**—Cairns Arena—Girl's U12/13 (ice times to be posted)

These tryouts are for girls born in 1999 & 2000 and for boys born in 1998 through 2000.

The registration form and schedule will be posted on [www.vthockey.org](http://www.vthockey.org) in January 2012.

All players born in the eligible time frames must use the self-nomination process to qualify for a tryout. **All players wishing to try out must pre-register for the try out by submitting a registration form by the registration deadline.** The registration form, deadline dates and fee information can be found on the VSAHA website ([www.vthockey.org](http://www.vthockey.org)).

**No Out-of-State player will be eligible to play on a Vermont Select Team even if they have played the entire season with a VSAHA Local or Allied Association. The Out-of-State player will need to tryout for any USA Hockey post season Select team within the State they reside and have physical residence in.**

## **Organizational Structure:**

The Select Team selection process will be chaired by the 2<sup>nd</sup> Vice President, and the committee will be made up of the Coaching Director, Ace Coordinator, Woman's Director, with representative(s) from any Member Association, Allied or otherwise, appointed by the VSAHA President. The Committee will develop the overall protocol to be used throughout the Select Team selection process which begins with the solicitation of coaches and evaluators in early October and ends with a closing meeting of lessons learned, after the Yankee Conference Festival.

The 2<sup>nd</sup> Vice President will serve as the chairman of the Ad-hoc committee and oversee all activities from coach and evaluator selection, Tryouts, and Interfacing with teams once the selections have been made.

The 2<sup>nd</sup> Vice President will prepare the initial list of Coaches and Evaluators. This list should be secured by November 1 for the older age groups and by December for the younger age groups. After the final selection of the team's coaches and evaluators, which should be no later than December 15, the 2<sup>nd</sup> Vice President will meet with the group of Coaches and Evaluators to outline the primary philosophy, goals, and objectives of the coaches for the select teams. The Coaching Director will be assisted by the Ace Coordinator and the team coaches in preparation of tryout practice plans to be used on the ice during the tryouts.

Additionally, the Evaluators should also provide input in the tryout practice plan. This plan will be geared for the skill level of players trying out. This organizational meeting with the coaches will take place no later than January 1. The meeting will cover expectations and overall protocol for the teams and coaches. The Head coaches for each team should be encouraged to attend the league games as well as state tournament games for the level that they will be coaching. This will give them an idea of the talent pool from which they will be selecting from.

A meeting will be held prior to the tryouts to go over the drills planned, reinforce the philosophy, goals, and objective set forth, and protocol of the sessions. The Coaching Director, with help from the ACE Coordinator, will be responsible for selecting the on-ice coordinators to run the drills during the tryout. The on-ice coordinators will attend this pre-tryout meeting to ensure that they are familiar with the on-ice protocol and drills.

The Coaching Director or ACE Coordinator will be on the ice or near the ice during the tryout sessions. He will ensure that the tryout practice plan is being utilized by the on-ice coordinators as planned and ensure that the objectives are being achieved. The Ace Coordinator will be with the Evaluator during the evaluation process to ensure that the continuity and integrity of the selection process is adhered too. The Evaluation Staff will be made up of the team Head Coach, Assistant Coach, and no less than 3 and no more than 5 evaluators per ice session.

### **Tryout Process and Procedures:**

The 2<sup>nd</sup> Vice President will have the local coaches contact information for each player nominated and should try to contact each coach prior to the tryout to see if there are viable candidates that should be nominated. Additionally, the Ace Coordinator should have contact information of the head coach of each player during the evaluation and deliberation process in the event that additional information is needed on a particular player. The Ace Coordinator has the authorization to contact the local coach if need be before a final determination is made for the final roster.

The Evaluators will have for their use the name, pinny number, position, local organization, and level of each candidate trying out for a Select Team during the on-ice tryout sessions. This information is very beneficial during the deliberation process and will eliminate the “blind” process used in the past in the selection process.

Players should be assigned pinny’s by color and number in a manner that allows for division of players for small games situational play and scrimmages during the tryouts without the need for changing the pinny. The players should if, possible, be assigned the same numbered pinny for the second day. This will help eliminate confusion or a learning curve for the evaluation staff.

### **Selection Criteria:**

With the help of the 2<sup>nd</sup> Vice President, Coaching Director, and the Ace Coordinator the Select Team Coaches and Evaluators should be aware of the top players in the state at their respective levels. They should be encouraged to attend the league games and State Tournament games whenever possible to gain a sense of the prospective talent pool. The coaches and evaluators should not be permitted to talk to any player scouted during the State Tournament, but should use the Coaching Director or Ace Coordinator as a conduit to discuss a players nomination as a candidate for the Select tryouts.

As we have done in the past, the State Registrar will play a very active role during the Select tryout process. VSAHA should encourage a pre-registration process from the local organizations to help provide us with an expected number of potential candidates. We would also encourage and accept walk-ins or self-nominations. Direct communication between the Registrar and the 2<sup>nd</sup> Vice President will be critical during the tryout sessions.

The Ad-hoc committee will be charged with setting up and refining the grading system utilized during the evaluation process. Each Evaluator will be directed at the pre-tryout meeting how to grade each player and how the score will be handled to determine the final disposition of the candidate. The 2<sup>nd</sup> Vice President will be responsible to collect and maintain these score sheets and only share the information within, on a need to know basis. The Head Coach for each team will work with both the 2<sup>nd</sup> Vice President to determine what type of team he could field based on his preliminary assessment of the talent pool. This coupled with the past history of any player will allow the

evaluators critical information during the selection process.

### **Goaltender Analysis:**

The selection process for goaltenders will be done separately from that of the balance of the team. The 2<sup>nd</sup> Vice President, with assistance from the Coaching Director and the Ace Coordinator, will be responsible for selecting the evaluators for this process. There should be no less than 3 and no more than 5 evaluators for goal tenders if possible. The evaluators and the Coaching Director will determine the drills to be used during the tryouts.

A similar scoring system as that used for the line players will be utilized for the goaltenders. This will produce a ranking whereas the top two goaltenders will move on as the Select Team goaltenders. Each goaltender should be allowed to skate with the line player's tryout sessions where small games situations and scrimmages are done to give the final evaluation of the goaltender a real-time analysis.

Every attempt will be made to ensure that the tryouts are done in a fair and equitable manner.

The first day of the selection process will determine which 25-30 candidates will be invited back for the final day of tryouts. Team selections will be completed on the second day. All festival fees will be due on the day of selection. Teams generally will consist of 17 players and 2 alternates.

### **SELECT TEAM PROCEDURES**

1. Player tryout fee is \$40.00 and is required at time of registration.
2. ONLY Vermont resident players can self nominate to try out for the Vermont select teams. Vermont residents who have a birth year of 1996 and before and attend school and play outside of Vermont have the option to self-nominate for the Vermont Select Teams.
3. ALL tryout players (including high school players) MUST BE REGISTERED with USA Hockey. Proof of registration will be required. Non USA registered players can register through the USA Hockey website or on site at the tryouts. This will require payment of the \$30 USA Hockey Registration fee and the \$2 affiliate fee, in addition to the tryout fee, and a parent's signature (for those under the age of 18) before the player can go on the ice for the tryout.
4. All tryout players must be US citizens.
5. The registration form for self-nominations will be available at the VSAHA website:  
[www.vthockey.org](http://www.vthockey.org)



## **COACHING EDUCATION PROGRAM**

As youth hockey players strive for better performance, a real challenge has been issued to youth hockey coaches throughout the United States. Good quality coaching is the key component to both the development and enjoyment of the individual hockey players.

USA Hockey's Coaching Education Program (CEP) has accepted this challenge by developing and providing the best possible coaching education programs for the youth hockey coach. The CEP realizes it is important that all youth hockey players participate in a positive, enjoyable, and safe environment. These young athletes must be introduced to hockey and coached in a way that assists them in developing their skills, have fun while playing, compete in the spirit of fair play, and provide them with the maximum opportunity for participation. This is vital to insuring that all youth hockey players develop a love of the game, which will promote active involvement throughout their lives.

Hockey has been in an environment of rapidly changing techniques, strategies, teaching methods and safety concerns. Each year, thousands of new dedicated people begin coaching youth hockey. Most have had little or no preparation for such an important role. USA Hockey's Coaching Education Program provides these coaches with simple, up to date, age specific and user-friendly materials regarding all aspects of coaching.

### **Coaching Education Program Vision Statements**

#### **Purpose**

Educate coaches in the pursuit of excellence.

#### **Mission**

The USA Hockey Coaching Education Program is committed to developing coaches who will be effective instructors and role models through a comprehensive education program at all levels.

The Coaching Education Program shall emphasize the teaching of fundamental skills, conceptual development, sportsmanship, and to respect the dignity of the individual athlete.

#### **Values**

USA Hockey's Coaching Education Program will embrace the following values to establish the moral and ethical priorities that serve to guide the Coaching Program:

*Character, commitment, enjoyment, integrity, knowledge, leadership, sportsmanship, and vision.*

## COACHING EDUCATION PROGRAM-2011 CLINIC DATES

### Level 1:

September 26, 2011      Leddy Park- Burlington, VT  
November 13, 2011      Woodstock High School, Woodstock, VT

### Level 2:

October 9, 2011      St. Michael's College, Colchester, VT  
November 20, 2011      Norwich University, Northfield, VT

### Level 3:

October 16, 2011      St. Michael's College, Colchester, VT  
December 11, 2011      Middlebury College, Middlebury, VT

**Note 1:** All Clinics have a registration process starting at 8:00 AM

**Note 2:** All Clinics have an on ice session. All coaches must bring skates, gloves, sticks, helmets

**Note 3:** All coaches are to register **on-line** at [www.usahockey.com](http://www.usahockey.com) as space can be limited. Some walk-ins are accepted. **No coach will be allowed to participate in any clinic activity unless they have completed the clinic registration on-line and the clinic fee has been paid in full.**

**Note 4: All Clinics (Level 1-3) are \$40.** If you register as a walk-in, make checks payable to:  
USA HOCKEY.

## COACHING EDUCATION PROGRAM REQUIREMENTS EFFECTIVE FOR THE 2011-12 SEASON AND BEYOND

### IMPORTANT TIPS:

(A Detailed outline of the requirements can be found in a 2 page PDF document on the state website)

- Coaches may attend only ONE certification clinic per year
- Level 1 and 2 certifications are valid for only one season
- Coaches must also complete age-specific training components specific to the level of play they are coaching
- Coaches of Tier 1 and 2 14U, 16U, and 18/19U National tournament-bound teams must complete Level 4 in their fourth year of coaching.

- Level 3 Significant Changes
  1. Certifications are valid for two seasons (the season received plus the next season only)
  2. Level 3 is the only level eligible for re-certification
  3. Can be re-certified twice on-line using FlexxCOACH Track 1 and Track 2
  4. Coaches must attend a Level 4 clinic after six seasons of being certified at Level 3
  
- Grandfather Clause
  1. Coaches will enter the new program at their current certification level and must adhere to the new guidelines concerning recertification.
  2. Coaches must also complete age-specific training components specific to the level of play they are coaching regardless of their certification level.

**Evidence of Level and Penalty:**

- Coaches will possess a CEP card with valid stickers (if certification was received before September 1, 2011) or virtual CEP card printout from the on-line certification list (if certification was received after September 1, 2011)
- Coaches must have valid certification AND age-specific component by January 1 of the current playing season.
- Any coach not in compliance with all requirements will be **ineligible** to coach for the remainder of the season. **All coaching clinics and age specific modules are available only between September 1 and December 31.**

**Online Age-Specific Modules:**

- 5+ hours online course
- \$10 per age level
- Must be a USA Hockey Member
- Specific to the age level of play coaching:
  - \*8U
  - \*10U
  - \*12U
  - \*14U
  - \*16/18U
- Can take multiple courses for the season but can register for and complete only one at a time
- Must be completed between September 1 and December 31

**It is the responsibility** of the local association to identify those coaches who do not meet the certification requirements. All coaches have until December 31 of the current season to attend a USA Hockey coaching clinic and complete the online playing level component to become properly certified.

Prior to the start of all games throughout the season all coaches are required to indicate their current certification status on the scoresheet, regardless of their certification level. ALL coaches must legibly print their USA Hockey Coaching Education Program card number, their CEP level (levels 1-5), their online age specific playing level module and the year their CEP level was obtained.

Craig Weston, VSAHA Coaching Director



## USA HOCKEY OFFICIATING PROGRAM

Certification Process--Every USA Hockey official is required to attend a yearly seminar and pass a yearly exam in order to be certified at any level. There are 4 levels of certification. New officials begin at Level 1 and progress from there. Each level attained allows an official to referee at a different age level as follows:

Boy's/Men		Girl's/Women	
Level 1	10 and Under	Level 1	10 and Under
Level 2	12 and Under	Level 2	12 and Under
Level 3	16 and Under	Level 3	15 and Under
Level 4	All Age Levels	Level 4	All Age Levels

**Seminars--** This year, Vermont will hold 3 seminars. Any official regardless of level, with the exception of Level 4, can attend each of these. Those officials wishing to be certified at Level 4 must attend a Regional Seminar. Information on that is available at the New England officials' website. This year's seminars in Vermont:

- **Sunday, September 25:** at St. Michael's College with an on-ice session at Essex High School
- **Saturday, October 15:** at Woodstock High School with an on-ice session at Union Arena
- **Sunday, November 6:** at Rutland High School with an on-ice session at Spartan Arena

Each seminar will start with registration at 8am. There will be approximately 5 hours of classroom instruction and 90 minutes of ice time. Seminars last until about 4pm. You must attend the entire seminar. There is no charge for the seminar, but each official will need to register with USA Hockey on-line at [www.USAHockey.com](http://www.USAHockey.com) in the Officials section. Each official is required to be in full officiating uniform except new officials. New officials should have skates, helmet and whistle. New officials will receive all necessary forms and manuals at the seminar. Returning officials receive their material in the mail directly from USA Hockey's National office.

**Systems--** The most common officiating system used in Vermont is the 2-man system in which both officials may call penalties. The 3-man system, which consists of two linesmen and one referee, is used at times in State and Regional Tournaments, and in all National Tournaments. In this system, only the referee may call penalties.

**Penalties--** Two situations which always call for a penalty at any age level are those infractions which have a potential for injury to a player, and those which take away a scoring opportunity. At the youth hockey level, where education is a primary consideration, impeding infractions, any misuse of the stick, and any inappropriate behavior or language are also points of emphasis, and will generally be penalized. There are 5 basic types of penalties:

**Minor:** assessed on a player/coach where that player's/coach's team is shorthanded as a result. If the shorthanded team is scored on as a result of the penalty, the penalty is terminated.

**Major:** assessed on a player. The team is shorthanded for a longer period of time than a minor (usually three or five minutes, depending on the level). Also if a goal is scored as a result of a major penalty, the penalty is not terminated. The other team may score an unlimited number of goals and the entire length of the penalty must be served.

**Misconduct:** assessed on a player. This does not make the player's team shorthanded. A substitute for the penalized player is allowed on the ice. Player serves the entire penalty and may return only after the first stoppage after the penalty terminates.

**Game Misconduct:** assessed on a player or coach. Immediate removal from game and suspension from the next game as well. Depending on the infraction, team may also be shorthanded as a result.

**Match Penalty:** The most serious of all penalties. Assessed on a player or coach. Immediate removal from game. Player/coach may also not participate in any practice, game, or have anything to do with the team until a proper hearing is held. If no hearing is held within 30 days, automatic reinstatement.

**Discipline Procedures:** The proper procedures to follow when a player/coach has been assessed a game misconduct or match penalty are outlined in the section in the 2nd Vice-President portion of this Guide. Referee-in-Chief should be notified immediately. Player/coach is suspended immediately.

**Check out the officials website: [www.nedistrictric.org](http://www.nedistrictric.org)**

## VSAHA 2010/2011 MITE CROSS-ICE PROGRAM

VSAHA is committed to promoting and implementing the American Development Model - Red, White, & Blue Hockey. VSAHA will continue to endorse a cross-cross Mite program statewide for the season. All mite games in Vermont will use the cross ice format. There are four main reasons for the development of this program:

### **Skill Development:**

It is the opinion of this committee that 1/2 ice games will make a marked increase in the skill level of our younger players, when this development is most important. Confined ice area and fewer numbers of players on the ice will get players more —touches of the puck and the ability to be involved in the game more than on a larger ice surface.

We also believe that the emphasis on games has led to the decline of basic skill development, skating, passing, and stick handling. More time touching the puck instead of chasing the length of a full sized arena will greatly improve these skills.

### **Fun:**

At our younger ages the primary focus should be on having fun. If the kids have fun they try hard, learn to skate, develop skills, and fall in love with the game of hockey. If they are forced into the roles developed in full ice hockey, most of them are not having that much fun. In the traditional full ice mite game, too much time is spent by players remaining idle. Defensemen stand on the blue line, and goalies stand in a goal for long periods of time doing nothing. In a cross-ice game, this lack of activity will be eliminated, as everyone will always be involved. Even the goalies must be ready at all times to handle a shot that has come from the other side of the ice. We recommend that there be no —set positions allowing the players to be involved in the play at all times. Stationing a player in front of the goalie to defend is contrary to what the goal of the program is. We would also suggest a —rotating goalie; so 1 player is not in goal all the time, limiting his/her development as a skater. Allowing the kids to —just play will increase creativity while developing skill.

### **Increase numbers:**

USA Hockey and VSAHA are facing flat or decreasing numbers of new players. The biggest focus of USA Hockey in youth hockey is growing the number of kids playing and retaining the ones we have at the U8 level.

In Vermont, pockets remain of increasing numbers, but that is not the norm. A number of our associations are struggling to keep going. By keeping the youngest kids close to home and decreasing the number of days per year that these kids (and new parents) travel, we may be able to increase the number of players entering local associations. By getting more kids on the ice in an hour, getting more kids involved and limiting travel, we hope to be able to reduce costs for hockey at the mite level.

According to the recent Ice Sports Industry Survey price is the largest barrier to participating. Second and third, and also highly relevant, were time demands of the parent and of the child. One of the most often cited reasons for not getting kids into hockey is fear of constant travel and the time it takes at such a young age. If we can limit travel and time commitments, we think we can get more kids to play. Let's get them in the door, get them hooked, and then, take them on the road when they are older.

**De-emphasize Competition:**

One huge issue hurting local hockey is the emphasis put on winning, especially at the Mite level. Coaches use systems to try to win, or focus on getting the puck to the one or two children who can carry it the length of the ice to score. Instead of giving these young players the freedom to play, they are more worried about going offside, or being out of position. Or they are watching their star and the star for the other team score all the goals.

Unfortunately, much of this may be due to the pressure of parents in the stands, screaming for their kids, at the referees, and even at the other team. This is clearly not healthy for the kids, our young referees, or the parents themselves.

½ ice or cross ice hockey in smaller spaces with fewer rules, more touches, many more goals and more involvement of all the players will reduce these competitive behaviors.

Even further, we would suggest that each organization maintain a collection of 6 sets of —practice style jerseys all of different color. Then, when another organization arrives to play, the teams are mixed by age and skill level, so they play together, not against each other. While this may seem a radical step, we feel this will foster friendships statewide, and will create a better atmosphere for these kids to play in, both during Mites, and throughout their career in youth hockey.

**Application: U8 Structure**

Local associations need to structure their programs based on their needs and numbers, but it is recommended that the U8 level be structured into three different levels based on ability. Each association may have their own unique name for each level, but the basic philosophies should be followed

*Initiation:*

Learn to skate - ages 4-8 but usually a 1st or 2nd year skater - The focus of the program is to teach basic skills in a fun, energetic and nurturing environment. There really is no emphasis on playing hockey games. Have fun! Be positive! Promote attitudes of fairness, honesty and unselfishness.

*House Mites/Mite Minors:*

Introduction to the game of hockey using cross ice format. Most players have come from the initiation program. Probably most kids may be age 6 or above. Games would be played against other teams (heterogeneous mix) in your association or possibly against other associations that are within a short drive from home. Many of the same attitudes and philosophies from the initiation program should be displayed here. Players should get more ice touches in this program.

*Travel Mites/Mite Majors:*

A chance to refine the skills learned in previous levels and a the opportunity to play more travel games. Teams are grouped heterogeneously. Games use the cross ice format. Similar to House mites, but may include more family commitment to the association in terms of ice time, travel, volunteer work, etc.

***No Double Elimination State Tournament:***

The VSAHA is no longer sanctioning a Mite State tournament as a double elimination full ice tournament leading to a single champion.

***Financial Assistance to Locals:***

VSAHA will continue to pursue grant money from USA hockey to help defray the costs of purchasing equipment or supplies needed to make our U8 programs successful for the local associations. While no specific amounts can be promised, the Executive Board will try to help those that need it. We invite those organizations to submit requests to the Executive Board as well as to seek funding with other groups such as the NHLPA and USA Hockey. Grant opportunities will be shared via [www.vthockey.org](http://www.vthockey.org)

USA Hockey also offers programs to help recruit and retain players throughout the year. The programs include *2 & 2 Challenge, Try Hockey for Free events, Welcome Back Week*, plus others. Many of these programs offer incentives such as free jerseys, equipment, or materials. Visit [USA Hockey Program Services](#) for current offers.

**Cross Ice Format Guidelines:**

*Team Make Up*

Ideally 7-10 players. A heterogeneous mix seems to work for all, but it has been clearly stated that some associations want the flexibility to possibly group the kids by talent. So as we schedule, it will be important to communicate throughout the season about how the games will be set up.

When grouping into ability groups keep the following points in mind. It is the intent of this program to keep like skilled players against each other, so all will have the opportunity to touch the puck, instead of being bystanders. After the first few games, the appropriate kids should be easily placed in the correct level. This way, a very strong group will not be going out against a group of new kids.

*Times*

1 hr or 1.5 hr slots; 24 min halves; 90 sec shifts; players leaving ice must touch boards before replacements may leave bench; No face-off after goal - pull puck from net and play; Penalty - replace penalized player with a player from bench; Coaches encouraged to be on the ice; Older youth players encouraged to be the officials

*1/2 Ice or 1/3 Ice*

Games would be played cross-ice on either of the two end zones – leaving the neutral zone open, or on 1/2 ice with players on the bench.

This would be up to the home organization based on what works best given the configuration of the ice and benches. Games should generally be 3 on 3, but may be 4 on 4 if both sides agree, using goalies both instances.

### Reduced Travel

It is suggested that the distance teams travel be kept to a minimum. Regional groupings will be suggested, but do not have to be followed specifically. Local Organizations that are —off the beaten path should be given consideration by those close by. Example: BYSA, CVSA, NAHA, HYHA are all close together, but are also not too far from Lyndon, Hartford, Stowe, Morrisville, etc. Plus, knowing that the kids will play more than 1 game should make the travel more palatable. Rutland traveling to Middlebury or CSB would be okay, but going to Lyndon or St. Albans should be discouraged.

### Scheduling

Other than the occasional jamboree, organizations should schedule 1 - 2 game weekends per month involving other organizations, with about 5 actual game days. The intent is to limit the amount of travel, while focusing on the development of basic skills. With the intent of bringing new players into our sport, it is important to offer a schedule that is feasible for as many as possible. On other weekends in-house games would be recommended.

### **ACE Coordinator:**

This program faces limited success without the backing of the ACE Coordinator in each local association. It is important to be positive, and give the coaches at the Mite level as much guidance as possible, as most often, they are the ones in our organization that have the least amount of experience. Developing a coaching guide for Mite hockey in the locals association may be a practical way to insure that the correct skills are being taught and emphasized. Emphasis on what is —actually in the USA Hockey Manuals that are given out at the Coaching Seminars would be a good place to start.

### **Equipment Costs:**

Many people may be put off from hockey, not only due to travel expenses and concerns, but also due to the cost of equipment. Recycled equipment donated back into the organization may be one way to reduce the cost of playing. USA Hockey continues to offer OneGoal Equipment. For a nominal cost, associations can order sets of equipment that can then be offered to families. Orders are generally due in February. Visit [www.onegoal.com](http://www.onegoal.com) or [www.vthockey.org](http://www.vthockey.org) for updates.

### **Education and Involvement of the Community:**

One of the principal goals of this change in Mite hockey is to make it more attractive to potential hockey players, both those already in our initiation programs and those who have not yet realized that hockey is the right sport for them. Solicit the help of you local high school or college teams to help out at your practices or come up with other ways to involve your hockey community.

Each organization will have to make it a priority to make the new form of hockey affordable, fun and manageable for more people. We may lose a few parents who think that cross-ice or ½ ice is not —real hockey. We should be able to attract more players once the parents see how much fun their kids have.

There are a number of good educational resources out there.  
The ADM - Red, White, & Blue hockey is outlined at:

<http://www.admkids.com/coachRWB.php>.

[Red, White & Blue Brochure](#)

[Practice Plans](#)



## **DISCIPLINE**

USA Hockey Rule 405, Match Penalties, states that a player or Team Official incurring a “Match” penalty shall be suspended from participating in any USA Hockey games and practices until his/her case has been dealt with by the proper authorities. A mandatory hearing by the proper authorities shall be held and a decision made relative to any further disciplinary action within 30 days of the incident. If extenuating circumstances prevent the proper authorities from conducting the mandatory hearing, the player or Team Official shall be automatically reinstated after 30 days.

The State Rules Committee is responsible for overseeing the required mandatory hearing called for in USA Hockey Rule 405. VSAHA requires the Affiliate Associations be responsible for holding the mandatory hearings. The State Rules Committee only becomes involved when it appears that the Affiliate Associations may not be handling disciplinary matters appropriately.

When a match penalty is assessed, the on-ice official is instructed to report the match penalty and all surrounding circumstances to the Referee in Chief who will then notify the Chair of the State Rules Committee. The Affiliate Association is also required to notify the Chair of the State Rules Committee of the match penalty immediately. The State Rules Committee Chair will monitor the situation to ensure the Affiliate Association conducts the required hearing and files a written report of the hearings results to the State Rules Committee.

If the State Rules Committee, with the concurrence of the Executive Committee, determines that the Affiliate Association hearing was conducted improperly, or that the dispensation was not appropriate, it then may request a re-hearing or conduct its own hearing. During this time the player or Team Official incurring the match penalty will remain suspended until a satisfactory hearing is held and final dispensation is rendered in writing by the State Rules Committee. There will be no exception to this clause.

The State Rules Committee will act as swiftly as possible in this process. Each Affiliate Association must bear in that the information about the match penalty needs to be communicated and facts must be gathered from all parties and this process is allowed 30 day.

VSAHA is committed to stopping any and all activities that lead to match penalties. With this in mind, the State Rules Committee will require the Affiliate Association to impose a minimum of a two-week suspension on a player or a Team Official incurring a match penalty. In the case of a coach or Team Official incurring a suspension, he/she can have absolutely no contact with the team during the remainder of the game from which they were ejected and from any future games

and or practices until the mandatory hearing is held and any further disciplinary action is fulfilled. If a player is assessed a match penalty, he/she cannot return to that game or play in any future games and or participate in any practice, until the mandatory hearing is held and further disciplinary action is fulfilled. In addition, if a coach or Team Official chooses to ignore the ejection or suspension for the coach, player, or Team Official, the VSAHA Executive Committee will insist that the individual be suspended from coaching for the balance of the hockey season.

## **GAME MANAGEMENT POLICY**

Please be aware that anytime a team is removed from a game, a match penalty is automatically assessed to the person responsible for the decision. This means the coach or team official making the decision will be automatically suspended from all games and practices of that team until a hearing is held. The only legitimate time a game can end before time runs out is if there is a physical problem with rink conditions, i.e., the ice melts or the lights go out or a gate will not close safely, etc. or if one team has been reduced to fewer than the minimum number of players (4) either by penalties or other reason. In the case of a team not being able to put 4 players on the ice that team shall immediately forfeit the game, and the game will end.

### **USA Hockey Rule 632: Refusing to Start Play**

- A) *If, when both teams are on the ice, one team for any reason shall refuse to play when ordered to do so by the Referee, he shall warn the Captain and allow the team so refusing 15 seconds within which time to begin the game or resume play. If at the end of that time the team shall still refuse to play, the Referee shall impose a bench minor penalty for delay of game on the offending team and the case shall be reported to the proper authorities for further action. Should there be a recurrence of the same incident, the Referee shall have no alternative but to suspend the game and impose a match penalty on the offending Team Official(s) responsible for the incident.*
  
- B) *If a team, when ordered to do so by an On-Ice Official, through a Team Official, fails to go onto the ice promptly, it shall receive a bench minor penalty for delay of game. If the team fails to go onto the ice and start play within five minutes, the game shall be suspended and the offending Team Official(s) shall be assessed a match penalty. (Note) The local governing body or Disciplinary Committee shall determine whether the suspended game shall be deemed completed, forfeited, resumed from the point of suspension or cancelled and shall issue instructions pertaining to records, etc.*

In the case of a game that has become so rough that a coach has sincere concerns about his/her players' safety, running time can be used, but players must remain on the ice, choosing, if they desire, not to become involved in any physical play.

Pulling a team off the ice is a very serious matter and always will result in a suspension of some length of time.

## **PHYSICAL ABUSE POLICY**

It is the policy of Vermont State Amateur Hockey Association (VSAHA) that there shall be no physical abuse of any participant involved in any of its sanctioned programs, its training camps, hockey clinics, coaches clinics, referee clinics, Regional and National Tournaments or other VSAHA events by an employee, volunteer or independent contractor. Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury.

Physical abuse does not include physical contact that is reasonably designed to coach, teach or demonstrate a hockey skill. Permitted physical conduct may include, but is not necessarily limited to, shooting pucks at a goaltender, demonstrating checking and other hockey skills, and communicating with or directing participants, during the course of a game or practice, by touching them in a non-threatening, non sexual manner.

## **SEXUAL ABUSE POLICY**

In accordance with USA Hockey policy, it is the policy of VSAHA that there shall be no sexual abuse of any minor participant involved in any of its sanctioned programs, its training camps, hockey clinics, referee clinics, Regional and National Tournaments or other USA Hockey events by an employee, volunteer, or independent contractor. Sexual abuse of a minor participant occurs when an employee, volunteer or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant or the employee, volunteer or independent contractor. Sexual abuse of a minor participant also occurs when a minor player touches an employee volunteer or independent contractor for the sexual arousal or sexual gratification of either the minor participant or the employee, volunteer or independent contractor, if the touching occurs at the request or with the consent of the employee, volunteer or independent contractor.

Neither consent of the player to the sexual contact, mistake as to the participant's age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse. Upon proof of violation of this policy, the violator will be permanently banned or suspended from Vermont State Amateur Hockey Association, Inc., its sanctioned programs and/or the programs of its affiliate associations.

## REPORTING POLICY

The following Vermont Statute applies to all Local Associations and the VSAHA itself.

*Title 33, Vermont Statutes Annotated ss. 4913.* Suspected child abuse and neglect; remedial action.

(a) Any physician, surgeon, osteopath, chiropractor, or physician's assistant licensed, certified, or registered under the provisions of Title 26, any resident physician, intern, or any hospital administrator in any public hospital in this state, whether or not so registered, and any registered nurse, licensed practical nurse, medical examiner, dentist, psychologist, any worker, school principal, school guidance counselor, mental health professional, social worker, probation officer, police officer, **camp owner, camp administrator, camp counselor**, or member of the clergy who has reasonable cause to believe that any child has been abused or neglected shall report or cause a report to be made in accordance with the provisions of section 4914 of this title within 24 hours. **As used in this subsection, "camp" includes any residential or nonresidential recreational program.**

*ss. 4912.* Definitions.

- (1) "Child" means any individual under the age of majority.
- (2) An "abused or neglected child" means a child whose physical health, psychological growth and development or welfare is harmed or is a substantial risk of harm by the acts or omissions of his or her parent or other person responsible for the child's welfare. An "abused or neglected child" also means a child who is sexually abused or at a substantial risk of sexual abuse by any person.

*ss. 4914.* Nature and content of report; to whom made.

A report shall be made orally or in writing to the commissioner of social and rehabilitation services or designee. (Note: reports of suspected abuse should be made to the local office of the Department of Children and Families.)

## Locker Room Supervision

[Effective 05/10/2010]

USA Hockey is concerned with locker room activities between minor players; minor players and adult players; adults being with individual minor players in locker rooms; and with non-official or non-related adults having unsupervised access to minor participants at sanctioned team events.

It is the policy of US Hockey and USA Hockey InLine that all Affiliates, Districts, leagues, and local hockey programs have at least one responsible adult present directly monitoring the locker room during all team events to assure that only participants, (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. Any individual meeting with minor participants and a coach in a locker room shall require a responsible adult be with the coach.

Further, responsible adults must personally monitor the locker room environment at all times while participants are present and also make sure the locker room is appropriately secured during times when minor participants are on the ice.

Teams, leagues, and local hockey associations shall also comply with the USA Hockey coed locker room policy located in the USA Hockey Annual Guide 2009-2010, Policies section, page 35, Item F. Gender Equity—Co-Ed Locker rooms.

(NOTE: This is to be inserted between sections D & E of the Policies section of the 2009-2010 USA Hockey Annual Guide. Subsequent policies will be re-lettered.)

## Coach/Instructor Helmet Requirement

[Effective 09/01/2006]

“All ice hockey coaches and instructors of registered USA Hockey youth, high school, disabled, girls/women’s 19 & under and below programs MUST wear an approved ice hockey helmet during all on-ice session, including practices, controlled scrimmages and coach and referee clinics (seminars).”

*It is the duty of the Local Program to comply and enforce this USA Hockey requirement. Local Programs will be held accountable for enforcement. The Local Programs may adopt more severe penalties.*

### **PENALTY** [for non-compliance]:

Coach/Instructor:

- |                                |   |
|--------------------------------|---|
| 1. First Offense:              | Warning   |
| 2. Second Offense:             | One (1) game suspension   |
| 3. Third & additional Offense: | Automatic immediate suspension pending a disciplinary hearing by the Affiliate. |

**Local Program** [for improper oversight]:

- 1. First Offense: Warning
- 2. Second & additional Offense: Local Program will be considered not in good standing with the Affiliate {*therefore not in good standing with USA Hockey*} pending a disciplinary hearing by the Affiliate

**NOTE:** Disciplinary Hearing must be held within thirty (30) days of notification of the violation.

### **Cell Phones in Locker Rooms**

USA Hockey *strongly recommends* that all Local Associations **ban possession of cell phones from locker rooms**. VSAHA endorses this recommendation. The reason, of course, is privacy. Cell phone cameras have been surreptitiously used to photograph players in various stages of undress.

All participants in VSAHA activities, including parents, should be aware that photographing or filming the intimate areas of another person without his or her consent is a criminal offense in the State of Vermont. Section 2605 of Title 13, Vermont Statutes Annotated provides:

- (1) The intimate areas of another person without that person's knowledge and consent while the person being viewed, photographed, filmed, or recorded is in a place where he or she would have a reasonable expectation of privacy; or
- (2) The intimate areas of another person without that person's knowledge and consent and under circumstances in which the person has a reasonable expectation of privacy.
  - (b) No person shall intentionally view, photograph, film, or record in any format.

No person shall disseminate any image recorded in violation of subsection (b) of this section.

### **Ice Cancellation Policy**

- 1. Any Vermont Association that cancels a scheduled game within 7 days prior to the game is subject to pay half of the ice costs if the home Association cannot fill the slot.

## SCREENING POLICY

It is the policy of Vermont State Amateur Hockey that it will not authorize or sanction in its programs that it directly controls any volunteer or employee who has routine access to children (anyone under the age of majority) who refuses to consent to be screened by Vermont State Amateur Hockey Association (VSAHA) before he/she is allowed to have routine access to children in VSAHA programs. Further, it is the policy of VSAHA that it will require its affiliates to adopt this policy as a condition of its affiliation with VSAHA.

A person may be disqualified and prohibited from serving as an employee or volunteer of VSAHA if the person has:

1. Been convicted or plead “no contest” to a crime of child abuse, sexual abuse of a minor, physical abuse, causing a child’s death, neglect of a child, murder, manslaughter, felony assault, any assault against a minor, kidnapping, arson, criminal sexual conduct, prostitution related crimes or controlled substance crimes;
2. Been adjudged liable for civil penalties or damages involving sexual or physical abuse of children;
3. Been subject to any court order involving any sexual abuse or physical abuse of a minor, including but not limited to a domestic order of protection;
4. Had their parental rights terminated;
5. A history with another organization (volunteer, employment, etc.) of complaints of sexual or physical abuse of minors;
6. Resigned, been terminated or been asked to resign from a position, whether paid or unpaid, due to complaint(s) of sexual or physical abuse of minors; or
7. Has a history of other behavior that indicates they may be a danger to children in VSAHA

## COACH'S SCREENING POLICY

***Coaches Screening forms for all coaches must be submitted with each team roster. The roster will not be accepted or approved by the Registrar unless all screening forms are submitted.***

1. Any person who will be coaching for a Local Association must complete a VSAHA Coach's Application before coaching. The applicant must be made aware by the local that a criminal background check will be done on him/her. To determine if the applicant is eligible to coach, the local association will review the completed VSAHA application. Any yes answers in questions 1 through 7 may make an individual ineligible to coach.
2. If there is a "yes" answer in questions 1-7, and the situation that generated a yes answer involved physical or sexual abuse to a minor, no matter the time period since the incident, indefinite ineligibility is automatic. Except in connection with questions 6 and 7, if the situation that generated a yes answer happened in the last 10 years, and is other than above, then the applicant is ineligible. After 10 years, individual consideration should be given, depending on the particular circumstances. Waiver will be considered by the Executive Committee and, with the applicant's approval, the Local Association.
3. A yes answer to question 7, (a conviction for DUI,) would not make an applicant ineligible to coach. However, it is strongly recommended by VSAHA that the local association limit or prohibit this individual's activities in regards to driving athletes to and from practices, games, etc. A yes answer to question 6, (a drug-related conviction,) will be considered on a case-by-case basis.
4. Upon successful completion and acceptance of the application by the Local Association, the individual will be required to sign a VCIC Release Form to obtain a criminal record check. At the time the release form is signed it will be witnessed and notarized by a notary as required by State law. The Local Association should send the completed release forms to the State Registrar with each team roster. Copies of VSAHA Coach's Applications with "yes" answers should also be sent to the State Registrar with the release form.
5. The 2nd Vice President or his/her designee will process the signed release forms according to State of Vermont guidelines. The signed release forms will be logged and forwarded to the Vermont Criminal Information Center. The results of the record checks will be returned to the 2nd Vice President or his/her designee. If the 2nd Vice President believes

that there is a question about whether a particular criminal record should disqualify an individual from coaching, -- e.g., if the applicant has a conviction for driving under the influence or possession of marijuana -- he/she can share the record check with the Executive Committee and may ask the Executive Committee for a recommendation.

6. Upon receipt of a negative record check the 2nd Vice President will notify the Local Association of the applicant's ineligibility. Ineligibility will only be reported if a record of violation of the nature indicated in the questions of the VSAHA Coach's Application is reported. The particular infraction that caused ineligibility will not be reported to the Local Association by the designated third party, unless the applicant gives written permission to do so. The Local Association will simply be told that based on the information received, their applicant is ineligible to coach for a VSAHA organization. An applicant with a negative result will be notified directly, in writing as to the infraction that was reported by the State (Note: Infractions that have no relation with the nature of the concerns of this process will not be reported to any person or entity. However, the applicant will be notified of the report to give him/her the opportunity to appeal as referenced in paragraph 7.)
7. If the applicant does not agree with the report of the Vermont Criminal Record check, he/she is entitled to appeal to the Vermont Criminal Information Center for verification / correction of the information. If the original record check proves to be incorrect and there is no disqualifying information, then the individual would be allowed to coach. If it is correct then the decision will stand.
8. If the information is correct and the coaching candidate wants to seek a waiver, he/she can do so by appealing to the 2nd Vice President in writing.
9. If a waiver is requested, the 2nd Vice President will form a committee comprised of at least 3 of the following 5 officers of VSAHA: First Vice President, Second Vice President, Coaching Director, or the Referee in Chief. The Local president (or designee of the Local president) of the Association from which the applicant is affiliated with will also sit on this committee. The 2nd Vice President will be chairperson of the Committee. Because of the appeal the candidate should understand that these individuals are "properly designated" as defined by the Vermont Criminal Information Center. In that capacity they will have the right to the information regarding the actual conviction and any other background information regarding that conviction that is publicly available. In addition, if the Committee feels it is necessary, they can ask for an additional volunteer from the legal community to be on the Committee. The Committee will set a date as soon as possible and hold a hearing to listen to the arguments of the applicant coach. The applicant will be allowed to present

their case as to why he/she should be allowed to coach, present character witnesses, and present other information they think is important. After all the information has been presented the Committee will meet in private to determine their decision. The majority will rule. Within 72 hours of the hearing the Committee will notify the applicant, in writing, as to their decision. No further appeals will be allowed after the Committee's findings.

10. For purposes of clarification, only the following persons shall be permitted to read or review a report of criminal conviction(s):
  - The 2nd Vice President and/or his/her designee
  - The Executive Committee if the 2nd Vice President believes that such a consultation is required
  - The President of the applicant's Local Association and such other officers of the Local Association as applicant designates in writing

## CONFLICT OF INTEREST POLICY

This conflict of interest policy is designed to help officers and members of the Vermont State Amateur Hockey Association (VSAHA) identify situations that present potential conflicts of interest and to provide VSAHA with a procedure that, if observed, will allow a transaction to be treated as valid and binding even though an officer or member has or may have a conflict of interest with respect to the transaction. In the event there is an inconsistency between the requirements and procedures prescribed herein and those in federal or state law, the law shall control.

1. CONFLICT OF INTEREST DEFINED - For purposes of this policy, the following circumstances shall be deemed to create Conflicts of Interest:

A. OUTSIDE INTERESTS -

- (i) A **contract** or **transaction** between VSAHA and an officer or **close relative**.
- (ii) A **contract** or **transaction** between VSAHA and an entity in which an officer or close relative has a **material financial interest** or of which such person is a director, officer, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, conservator, or other legal representative.

B. GIFTS, GRATUITIES, AND ENTERTAINMENT – An officer accepting gifts, entertainment, or other favors from any individual or entity that:

- (i) does or is seeking to do business with VSAHA;
- (ii) has received, is receiving, or is seeking to receive a grant, or to secure other financial considerations from VSAHA.;

under circumstances where it might be inferred that such action was intended to influence or possibly would influence officer in the performance of his or her duties.

This does not preclude the acceptance of items of nominal or insignificant value or entertainment of nominal or insignificant value that are not related to any particular transaction or activity of VSAHA.

## 2. PROCEDURES -

A. Before board action on a **contract or transaction** involving a Conflict of Interest, a director, or committee member having a Conflict of Interest and who is in attendance at the meeting shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting.

B. A director or committee member who plans not to attend a meeting at which he or she has reason to believe that the board will act on a matter in which the person has a Conflict of Interest shall disclose to the chair of the meeting (the President or Vice Presidents) all facts material to the Conflict of Interest. The chair shall report the disclosure at the meeting and the disclosure shall be reflected in the minutes of the meeting.

C. A person who has a Conflict of Interest shall not participate in the board's discussion of the matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.

D. A person who has a Conflict of Interest may not vote on the **contract or transaction**. Such person's ineligibility to vote shall be reflected in the minutes of the meeting.

## 3. DEFINITIONS-

A. A "**close relative**" is a spouse, domestic partner, parent, child, or spouse of a child, brother, sister, or spouse of a brother or sister, of an officer.

B. A "**material financial interest**" in an entity is a financial interest of any kind that, in view of all the circumstances, is substantial enough that it would, or reasonably could, affect officer's or close relative's judgment with respect to transactions to which the entity is a party. This includes all forms of compensation.

C. A "**contract or transaction**" is any agreement or relationship involving the sale or purchase of goods, services, or rights of any kind, the providing or receipt of a loan or grant, the establishment of any other type of economic relationship with VSAHA .

The making of a gift to VSAHA is not a **contract or transaction**.

## **RECORD RETENTION POLICY**

It is the intent of VSHA to adhere to all applicable federal and state laws in the management and retention of all relevant legal, financial, or corporate documents of this organization. This policy is intended as a guide for officer members. In the event there is an inconsistency between the policy prescribed herein and those in federal or state law, the law shall control.

VSAHA will permanently retain the following documents:

- Articles of Incorporation
- Determination Letter from the IRS
- insurance policies
- corporate resolutions
- minutes of board meetings

VSAHA will use applicable federal /state regulations in the storage, management and archiving of the following documents:

- Bank Statements
- Federal Tax filings
- Financial books/Payment and Income records
- Checks
- Donation records
- Contracts and leases

## **WHISTLEBLOWER POLICY**

(Note: at the time of this writing VSAHA has no employees)

Policy: If any employee reasonably believes that some policy, practice, or activity of VSAHA is in violation of law, a written complaint may be filed by that employee with the VSAHA President.

It is the intent of VSAHA to adhere to all laws and regulations that apply to the organization, and the underlying purpose of this Policy is to support the organization's goal of legal compliance. The support of all employees is necessary to achieving compliance with various laws and regulations. An employee is protected from retaliation only if the employee brings the alleged unlawful activity, policy, or practice to the attention of the VSAHA President and provides him or her with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to employees that comply with this requirement.

VSAHA will not retaliate against an employee who, in good faith, has made a protest or raised a complaint against some practice of VSAHA, or of another individual or entity with whom VSAHA 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.

VSAHA will not retaliate against an employee who discloses or threatens to disclose to a supervisor or a public body any activity, policy, or practice of VSAHA that the employee reasonably believes is in violation of a law, or a rule, or 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.

**2011 – 2012 USA HOCKEY  
REQUEST FOR CERTIFICATE OF INSURANCE  
NEW ENGLAND DISTRICT**

*Please allow 30 days for processing Request for Certificate of Insurance  
Request must be submitted by authorized team or club*

<b>Name of Team or Club:</b>	
<b>Address of Team or Club:</b>	
Your Association Code	
<b>Contact Person: <i>Person from Team or Club requesting certificate</i></b>	

Contact Phone & Email  -  -  Ext.  email   
*Include Area Code and Extension Additional email contacts may be added at bottom*

<b>Event: <i>(Must be a USA Hockey Sanctioned event)</i></b>	
<i>If unsure of sanctioning contact your District Risk Manager</i>	

**Event Location(s):** \_\_\_\_\_  
 \_\_\_\_\_  
*Name of Rink or Building being used for this event*

**Event Date**                      **From:** \_\_\_\_\_ **To:** \_\_\_\_\_  
 Dates must be within current GL Policy year from September 1, 2011 to September 1, 2012

List any "additional insured's" *(Those entities that you are contractually obligated to name as an additional insured)*

<b>PLEASE NOTE</b>	<b>Name of Additional Insured</b>	<b>Relationship To Team / Club</b>
<i>Copy of Rink Contract Required for Rink to be Named as Additional Insured</i>	_____	_____
	_____	_____
	_____	_____
	_____	_____

**Mailing Address of the Certificate Holder**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of District Risk Manager: \_\_\_\_\_

**Request must be sent to District Risk Manager – Sending directly to K&K will delay issuing of Certificate of Insurance**

**NO OTHER INDIVIDUAL CAN SIGN ON BEHALF OF THE DISTRICT RISK MANAGER**

Mail, Fax, or Email This Form To The  
 New England District Risk Manager  
 Version 20110901

Charlie Fortier 2 Pheasant Run Road Londonderry, NH 03053-2811	Phone (603) 434-2633 (Home) (603) 289-2633 (Cell) Fax (603) 434-0173 riskmanager.usah@myfairpoint.net
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## **GUIDE TO COMPLETING A CERTIFICATE OF INSURANCE REQUEST FORM**

A Certificate of Insurance (COI) is a form provided by the insurance company that shows evidence of the type of coverage USA Hockey has under its liability policy. The COI also shows the policy number, the name of the insurance company, and effective dates of the policy. In some cases, the rink or venue requesting the COI will ask to be named on the COI as an additional insured. It is important that the wording used to identify the additional insured is worded exactly as being requested. The insured named on the policy is "USA Hockey, Inc & Its Member Leagues and Teams" which covers all properly registered hockey teams, clubs, associations, affiliates, and districts. All USA Hockey entities are covered under this policy and changes cannot be made to the policy for each team's needs. If monetary limits greater than USA Hockey's policy are required by a rink, then associations may need to purchase additional excess liability on their own. The effective date of the policy coverage starts, each year, on September 1<sup>st</sup> 12:00AM and expires on September 1<sup>st</sup> 12:00AM of the following year. The effective date of the COI starts on the date the certificate is issued and ends on the date requested. This may be either the date the contract or event ends or September 1<sup>st</sup> if this is an ongoing activity. This could also be for a one day event such as an end of year ceremony or banquet.

### **FILLING OUT THE REQUEST FORM**

**Name of Team or Club.** This is the registered name of the team, club, or association. It is best to use the association name and then the team name if needed. This name should agree with the name listed on an ice rental agreement/contract.

**Address of Team or Club.** This is the official mailing address used by the team, club, association, affiliate, or district.

**Association Code.** This is a code assigned to each member team, club or association by USA Hockey. It is made up of three letters which represent the affiliate the team or association is registered with. An example would be CTH for Connecticut. This is followed by four numbers that are assigned to the association (example CTH1234). The code can be obtained from the association registrar. If the registrar does not know the association code then the association's registration may not have been completed. An affiliate or district will not have an association code.



**Contact Person.** This can be either the person filling out the request or someone from the member association, team or club that can be contacted for more information if needed. Include a phone number and an email address. A copy of the COI will be sent to this email address and any other email address included in the request.

**Event.** Include the type of event the COI is being requested for. This could be sanctioned games & practices at a home rink, a tournament the association is running, special functions or use of a venue. The event must be USA Hockey sanctioned events to be covered by the liability policy. To verify if an event is a sanctioned event, contact your district registrar if the event is on-ice. For all other events, contact your District Risk Manager.

**Event Location.** The name of the rink, building, or venue in which the event is taking place.

**Event Date.** This would be the beginning and ending date of the event. The dates could be the full hockey season September 1<sup>st</sup> to September 1<sup>st</sup> of the following year in the case of ice time at a home rink. This is the effective dates of the COI and not the insurance policy. The effective starting date of the COI cannot be back dated to a date prior to the request. For example, if a COI is requested for a rink on December 1<sup>st</sup> and the request form indicates 09/01/10 to: 08/31/11 the effective date of the COI would be 12/01/10 to 08/31/11. Again this is not the policy effective dates but the effective dates of the COI. The policy effective dates are located in section A of the COI and the effective dates of the Certificate are found under the Club Name in the DESCRIPTION OF OPERATIONS section.

**Name of Additional Insured.** The name of the rink, business, and municipality requesting to be named as additional insured on the COI. Most ice rental agreements list this information under the section labeled **Insurance**.

**Relationship To Team / Club.** Indicates relationship between additional insured and the requesting team, club, or association. (Rink Owner, Premises Lessor, School District, etc.)

**Mailing Address of the Certificate Holder.** This is the mailing address of the party that is requesting the COI. In most cases, this would be the entity named as additional insured. This information is used to notify the party requesting the COI of any change in the policy, and is found on the Certificate in the CERTIFICATE HOLDER section.

**Mail, fax, or email the completed form to the District Risk Manager listed on the bottom.**

**If an agreement/contract with the party requesting the COI exists,  
include a copy of the agreement/contract.**

## **Catastrophic Injury/Spectator Injury Incident Report**

Use this form only to report potential catastrophic injuries or spectator injuries.

This is **not** a claim form and does not trigger an insurance claim.

**This form is for reporting purposes only.**

Name of Injured: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name of Parent (if a minor): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_

Local Program/Club Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact(s) & Phone #(s) \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Location: \_\_\_\_\_

Game, Practice, Other: \_\_\_\_\_ Age Category: \_\_\_\_\_

Team: \_\_\_\_\_

Coach and Phone #: \_\_\_\_\_

Description of Incident: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of Injuries or Property Damage: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Medical Information: (Injury, Ambulance, Hospital and Doctor, On-Site Trainer or EMT) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Report Filed By: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date of report: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Send, e-mail or fax report to your District Risk Manager or Associate Risk Manager, as soon as possible.



# VSAHA ASSOCIATION CONTACTS

Association/Position	Contact	e-mail	Phone
<b>Barre</b>			
Chair			
Treasurer	Kasey Copeland	<a href="mailto:kcopeland@vsecu.com">kcopeland@vsecu.com</a>	802-279-5135
Registrar	Laurie Bean	<a href="mailto:registrar@bysahockey.com">registrar@bysahockey.com</a>	802-479-9390
Scheduler	Brian Wilkin	<a href="mailto:brian.wilkin@washingtonelectric.coop">brian.wilkin@washingtonelectric.coop</a>	802-371-8322
Coaching/Ace	Chad Burke	<a href="mailto:burkecm@us.ibm.com">burkecm@us.ibm.com</a>	802-249-8987
State Rep	Randy Lague	<a href="mailto:rwlague@yahoo.com">rwlague@yahoo.com</a>	
Tournament Director			
<b>Brattleboro</b>			
President	Tony Blofson MD	<a href="mailto:tblofson@myfairpoint.net">tblofson@myfairpoint.net</a>	802-257-5757
Coaching Director	Gordon Little	<a href="mailto:easthillfarm@hotmail.com">easthillfarm@hotmail.com</a>	802 254-9711
VP/Registrar	Denise Perkins	<a href="mailto:rdperkins@myfairpoint.net">rdperkins@myfairpoint.net</a>	802 254-1116
State Rep			
Scheduler	Elizabeth McLarney MD	<a href="mailto:emclarney@hotmail.com">emclarney@hotmail.com</a>	802 254-9711
Girls / Scheduler	Elizabeth McLarney MD	<a href="mailto:emclarney@hotmail.com">emclarney@hotmail.com</a>	802 254-9711
<b>Burlington</b>			
President/Tournament	Steve Chagnon	<a href="mailto:hawclean@yahoo.com">hawclean@yahoo.com</a>	802-999-1261
Treasurer	Paula Steele	<a href="mailto:pwsteele@comcast.net">pwsteele@comcast.net</a>	802-863-4650
Registrar	Chris Antoniak	<a href="mailto:christina.antoniak@cesu.k12.vt.us">christina.antoniak@cesu.k12.vt.us</a>	802-655-1900
Scheduler	Kelly Chagnon		
Head Coach	Joe Gervais		802-654-7667
State Rep	Conrad Ritchie		802-839-0061
VP Travel	Bob Lehoullier		802-862-2494
<b>CVSA</b>			
President	Jim Kurrle		802-223-5533
VP	Craig Marineau	<a href="mailto:camntam8@aol.com">camntam8@aol.com</a>	802-229-4030
Treasurer	Bob Hynes	<a href="mailto:bhynes@comcast.net">bhynes@comcast.net</a>	802-229-4524
Registrar	Pat White	<a href="mailto:mark@outdoormentors.com">mark@outdoormentors.com</a>	802-223-1179
Scheduler	Mark Woolaver	<a href="mailto:mark.woolaver@state.vt.us">mark.woolaver@state.vt.us</a>	802-229-2350
Head Coach/Ace	Craig Marineau	<a href="mailto:camntam8@aol.com">camntam8@aol.com</a>	802-229-4030
State Rep	Chuck Eldred		802-229-6211
<b>CSB</b>			
President	Dave Fisher	<a href="mailto:dave@aerieconsulting.com">dave@aerieconsulting.com</a>	802 324-9854
Secretary/team Mgr.	Jeremy Matosky	<a href="mailto:matosky.jeremy@gmail.com">matosky.jeremy@gmail.com</a>	802-734-9629
Registrar	Sheila Royer	<a href="mailto:Saroyer@comcast.net">Saroyer@comcast.net</a>	
VP & Ice Scheduler	Cathy Hudson	<a href="mailto:cbhmomof2@yahoo.com">cbhmomof2@yahoo.com</a>	802-734-7408
Head Coach/Ace	Rick Leonard	<a href="mailto:RickLeonard@gmavt.net">RickLeonard@gmavt.net</a>	
State Rep	David Philbrick	<a href="mailto:dkphilbrick@comcast.net">dkphilbrick@comcast.net</a>	802-864-5861
Tournament Director	Diane Finnigan	<a href="mailto:difinnigan@hotmail.com">difinnigan@hotmail.com</a>	
Treasurer	Ellery Perkinson	<a href="mailto:perkperkinson@gmail.com">perkperkinson@gmail.com</a>	

<b>Association/Position</b>	<b>Contact</b>	<b>e-mail</b>	<b>Phone</b>
<b>Essex</b>			
President	Steve Schultz		802-505-0071
VP/House Director	John Laliberte	<a href="mailto:jplib@comcast.net">jplib@comcast.net</a>	802-879-7771
Registrar	Dan Forcier		
VP Travel	Charlie Barwin	<a href="mailto:jbarwin@us.ibm.com">jbarwin@us.ibm.com</a>	802-769-6388
Head Coach	John Maddalena	<a href="mailto:jmaddalena@haemtech.net">jmaddalena@haemtech.net</a>	802-879-1693
State Rep	Al Foice	<a href="mailto:afoice@nationallife.com">afoice@nationallife.com</a>	802-249-1487
Tournament Director	Matt Clark	<a href="mailto:mclark@selectdesign.com">mclark@selectdesign.com</a>	802-872-5829
Scheduler	Rob Young	<a href="mailto:robert.young@jetblue.com">robert.young@jetblue.com</a>	802-310-4478
<b>Hartford/Upper Valley</b>			
President	Jim Damren	<a href="mailto:jdamren@clark-mortenson.com">jdamren@clark-mortenson.com</a>	603-359-0511
Treasurer	Julie Lyford	<a href="mailto:jlyford@sover.net">jlyford@sover.net</a>	802-356-0350
Registrar	Meg Parker	<a href="mailto:Meg@imagesplusphotography.com">Meg@imagesplusphotography.com</a>	
Scheduler	Margie Arbuckle-Morrill	<a href="mailto:margie.arbuckle-">margie.arbuckle-</a>	802-763-8917
Scheduler	Janna Fluery	<a href="mailto:jmfleury2@gmail.com">jmfleury2@gmail.com</a>	603-359-4297
Coaching Director	Ernie Gore	<a href="mailto:egour3319@aol.com">egour3319@aol.com</a>	802-299-9019
Coaching Director	Steve Liebold	<a href="mailto:steve.liebold@hypertherm.com">steve.liebold@hypertherm.com</a>	603-863-4245
State Rep	Carol Devins	<a href="mailto:mdev0416@aol.com">mdev0416@aol.com</a>	802-295-3953
<b>Harwood</b>			
President	Matthew Raymond	<a href="mailto:matthew.raymond@state.vt.us">matthew.raymond@state.vt.us</a>	802-498-4505
Vice President	Angela Wells	<a href="mailto:anginvt@yahoo.com">anginvt@yahoo.com</a>	
Scheduler	Denise Green	<a href="mailto:litchese@aol.com">litchese@aol.com</a>	802-279-6040
Registrar	Matthew Raymond	<a href="mailto:Matthew.Raymond@state.vt.us">Matthew.Raymond@state.vt.us</a>	802-498-4505
Head Coach	Jon Rutledge	<a href="mailto:Jonathan.Rutledge@state.vt.us">Jonathan.Rutledge@state.vt.us</a>	802-244-6666
Girls Director	Gail Pelkey	<a href="mailto:gpelkey@myfairpoint.net">gpelkey@myfairpoint.net</a>	802-760-7181
State Rep	Brad Spaulding	<a href="mailto:BSpaulding@fairpoint.net">BSpaulding@fairpoint.net</a>	802-760-8698
Tournament Director	Karen Vasseur	<a href="mailto:kvasseur@vdh.state.vt.us">kvasseur@vdh.state.vt.us</a>	802-496-5511
<b>Lamoille</b>			
President	Joel Prive	<a href="mailto:joel@lvt.org">joel@lvt.org</a>	802-760-7030
Treasurer	Sarah Southall	<a href="mailto:thumperhil@aol.com">thumperhil@aol.com</a>	
Registrar	Sarah Southall	<a href="mailto:thumperhil@aol.com">thumperhil@aol.com</a>	
Scheduler	Todd Darrow	<a href="mailto:Todd.Darrow@morrisville.org">Todd.Darrow@morrisville.org</a>	802-888-7327
State Rep		<a href="mailto:joel@lvt.org">joel@lvt.org</a>	
<b>Lyndon</b>			
President	Dick Emery	<a href="mailto:president@lyndonhockey.org">president@lyndonhockey.org</a>	802 473-7438
Treasurer	Disa Clarner		
Registrar	Darci Ruggles	<a href="mailto:darciruggles@yahoo.com">darciruggles@yahoo.com</a>	
Scheduler	Crystal Rutledge	<a href="mailto:Rutlege—fourvtruts@gmail.com">Rutlege—fourvtruts@gmail.com</a>	802-751-9381
Head coach	Mickey Murphy	<a href="mailto:Mjm3@together.net">Mjm3@together.net</a>	802-535-8644
State Rep	Bob Doty	<a href="mailto:bobdoty@charter.net">bobdoty@charter.net</a>	802-748-5313

<b>Association/Position</b>	<b>Contact</b>	<b>e-mail</b>	<b>Phone</b>
<b>Middlebury</b>			
President	Heather Ryan	<a href="mailto:tabasas@comcast.net">tabasas@comcast.net</a>	802-388-7840
Vice Chair	Rick Viens	<a href="mailto:southstreet4@msn.com">southstreet4@msn.com</a>	802-388-7153
Treasurer	Jeff Stauch	<a href="mailto:jstauch@middlebury.edu">jstauch@middlebury.edu</a>	802-377-7090
Registrar	Shelly Becker	<a href="mailto:sbecker@gmavt.net">sbecker@gmavt.net</a>	802-758-2578
Scheduler	Shannon Gleason	<a href="mailto:smaagleason@gmail.com">smaagleason@gmail.com</a>	802-388-0334
Girls Representative	Scott Smith	<a href="mailto:Ssmith159pmb@gmail.com">Ssmith159pmb@gmail.com</a>	802-388-3607
Head Coach	John Thompson	<a href="mailto:jajgthompson2@yahoo.com">jajgthompson2@yahoo.com</a>	802-545-2131
Rep/Tournament Director	Terri Phelps	<a href="mailto:terrihelps@ymail.com">terrihelps@ymail.com</a>	802-767-4804
<b>Milton</b>			
President	Jason Lefebvre	<a href="mailto:jlefebvre24@yahoo.com">jlefebvre24@yahoo.com</a>	802-893-5094
Registrar	Lance Loiselle	<a href="mailto:lance-22@comcast.net">lance-22@comcast.net</a>	802-878-4644
Scheduler	Marc McQuinn		
Coach Director/Ace	Derek Fersing	<a href="mailto:dhfersing@comcast.net">dhfersing@comcast.net</a>	802-893-8874
State Rep	Adam Kay		
<b>Missisquoi</b>			
President	Jim Brace	<a href="mailto:james_brace@comcast.net">james_brace@comcast.net</a>	802-524-6072
Vice President	Kevin Thayer	<a href="mailto:kevnick98@gmail.com">kevnick98@gmail.com</a>	802-285-6538
Treasurer	Judy Laroche	<a href="mailto:motherbidy21@yahoo.com">motherbidy21@yahoo.com</a>	802-868-3694
Registrar	Judy Laroche	<a href="mailto:motherbidy21@yahoo.com">motherbidy21@yahoo.com</a>	802-868-3694
Secretary/Scheduler	Karen Fortin	<a href="mailto:threexhockey@hotmail.com">threexhockey@hotmail.com</a>	802-868-3957
Head Coach	Jeremy Letourneau	<a href="mailto:jiletourneau@myfairpoint.net">jiletourneau@myfairpoint.net</a>	802-868-4391
State Rep	John Boomhover	<a href="mailto:jdjtboom@yahoo.com">jdjtboom@yahoo.com</a>	514-467-5359
Tournament Director	Jeremy Letourneau	<a href="mailto:jiletourneau@myfairpoint.net">jiletourneau@myfairpoint.net</a>	802-868-4391
Women's Director	Amanda Bouchard	<a href="mailto:amanda.bouchard@yahoo.com">amanda.bouchard@yahoo.com</a>	802-285-6736
<b>Northfield</b>			
President	Bill Morvan	<a href="mailto:Bill.Morvan@HarveyBP.com">Bill.Morvan@HarveyBP.com</a>	802-522-2854
Vice President	Jennie French	<a href="mailto:jfrench@sullivanpowers.com">jfrench@sullivanpowers.com</a>	802-272-8522
Treasurer	Cheryl Willette	<a href="mailto:Cheryl.willette@wec.coop">Cheryl.willette@wec.coop</a>	802-485-8542
Registrar	Bill Passalaqua	<a href="mailto:wpass@norwich.edu">wpass@norwich.edu</a>	802-485-8263
Scheduler	Angela Allen	<a href="mailto:Scrappinvt@yahoo.com">Scrappinvt@yahoo.com</a>	802-485-4187
Coaching Coordinator	William Nash	<a href="mailto:wcnash@yahoo.com">wcnash@yahoo.com</a>	802-485-4536
State Rep	Scott Amell	<a href="mailto:digamell@trans-video.net">digamell@trans-video.net</a>	802-485-7074
<b>Northshire</b>			
President	Sharon Poddick	<a href="mailto:poddicks@orvis.com">poddicks@orvis.com</a>	802-342-2008
Treasurer	Mark Kaplan	<a href="mailto:mlk@sonnax.com">mlk@sonnax.com</a>	802-688-3512
Vice President	Catherine Euck	<a href="mailto:cathandange@gmail.com">cathandange@gmail.com</a>	802-362-2024
Registrar	Karen Grabher	<a href="mailto:_grabherhockey@comcast.net">_grabherhockey@comcast.net</a>	802-996-2276
Scheduler	Rick Russo	<a href="mailto:russor66@yahoo.com">russor66@yahoo.com</a>	646-943-2026
Head Coach	Kurt Poddick	<a href="mailto:poddickk@orvis.com">poddickk@orvis.com</a>	802-342-2727
State Rep	Mark Mullen	<a href="mailto:mmullenlaw@aol.com">mmullenlaw@aol.com</a>	802-572-7802

<b>Association/Position</b>	<b>Contact</b>	<b>e-mail</b>	<b>Phone</b>
<b>Pleasant Valley</b>			
President	Susan Groenewold	<a href="mailto:pvahockey@gmail.com">_pvahockey@gmail.com</a>	802-463-1558
Vice President	John Marchica	<a href="mailto:marchicalaw@vermontel.net">marchicalaw@vermontel.net</a>	802-463-1421
Treasurer	Lisa Ramsey	<a href="mailto:ramz@hughes.net">ramz@hughes.net</a>	802-463-9328
Scheduler	Henry Maxim	<a href="mailto:rcmax851@comcast.net">rcmax851@comcast.net</a>	603-826-3279
Secretary	Gloria Vancor	<a href="mailto:gvancor@yahoo.com">gvancor@yahoo.com</a>	802-463-4539
State Rep	Matt Sargent	<a href="mailto:msargent@sover.net">msargent@sover.net</a>	802-289-1439
Referee Coordinator	Phil Hicks	<a href="mailto:Jansy55@myfairpoint.net">Jansy55@myfairpoint.net</a>	603-756-3473
Coaching Coordinator	David Willis	<a href="mailto:dwillisjr@yahoo.com">dwillisjr@yahoo.com</a>	802-875-4292
Registrar	Andrea Bernard	<a href="mailto:mommyandalex@gmail.com">mommyandalex@gmail.com</a>	(603)-381-1274
<b>Rutland</b>			
President	Mike Hickey	<a href="mailto:_mike@802creative.com">_mike@802creative.com</a>	802-779-5369
Treasurer	Amanda Beraldi		
Registrar	Denise Comstock		
Scheduler	Nico Louras	<a href="mailto:rutlandyouthhockey@comcast.net">rutlandyouthhockey@comcast.net</a>	
Head Coach	Dirk Stuepert	<a href="mailto:dirk.stuepert@ge.com">dirk.stuepert@ge.com</a>	802-282-1024
State Rep	John Hamilton		
Tournament Director	Brian Starer	<a href="mailto:bstarcon@aol.com">bstarcon@aol.com</a>	
<b>St. Albans</b>			
President	Mark Deso	<a href="mailto:mtdeso@comcast.net">mtdeso@comcast.net</a>	802-524-3917
Registrar	Heather Lamothe	<a href="mailto:sasahockey@gmail.com">sasahockey@gmail.com</a>	802-527-2938
Master Scheduler	Steve Laroche	<a href="mailto:stephenlaroche@hotmail.com">stephenlaroche@hotmail.com</a>	802-524-4318
Girls Scheduler	Dan Ellis	<a href="mailto:elliszoo@comcast.net">elliszoo@comcast.net</a>	802-524-3327
Treasurer	Sarah Lang	<a href="mailto:Langx5@myfairpoint.net">Langx5@myfairpoint.net</a>	
2 <sup>nd</sup> Vice President	Dan Ellis	<a href="mailto:elliszoo@comcast.net">elliszoo@comcast.net</a>	
Bantam Scheduler	Heather Lamothe	<a href="mailto:sasahockey@gmail.com">sasahockey@gmail.com</a>	802-527-2938
Midget Scheduler	David Berno	<a href="mailto:david.berno@hubinternational.com">david.berno@hubinternational.com</a>	802-527-2397
Head Coach/Ace	John Cioffi	<a href="mailto:jtjtcioffi@gmail.com">jtjtcioffi@gmail.com</a>	
State Rep	Dustin Degree	<a href="mailto:degree.dustin@gmail.com">degree.dustin@gmail.com</a>	
<b>Stowe</b>			
President	John Clark	<a href="mailto:president@stoweyouthhockey.com">president@stoweyouthhockey.com</a>	802-253-6343
Vice President	Tony Whitaker	<a href="mailto:vicepresident@stoweyouthhockey.com">vicepresident@stoweyouthhockey.com</a>	802-324-2582
Treasurer	John Flint	<a href="mailto:treasurer@stoweyouthhockey.com">treasurer@stoweyouthhockey.com</a>	
Registrar	Barry Kerrigan	<a href="mailto:registrar@stoweyouthhockey.com">registrar@stoweyouthhockey.com</a>	802-253-7900
Scheduler	Tony Whitaker	<a href="mailto:headscheduler@stoweyouthhockey.com">headscheduler@stoweyouthhockey.com</a>	802-324-2582
Head Coach	Rob Connerty	<a href="mailto:headcoach@stoweyouthhockey.com">headcoach@stoweyouthhockey.com</a>	802-752-9984
State Rep	Adam Rice	<a href="mailto:staterrep@stoweyouthhockey.com">staterrep@stoweyouthhockey.com</a>	802-363-0365
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