

South Stormont Minor Hockey Association

By-Laws

May 26, 2013 – Updated April 19, 2018

Page 2 Section 1 General

Page 4 Section 2 House and Representative Teams.

Page 6 Section 3

Appendix A: SSMHA Registration

Appendix B: SSMHA Code of Conduct

Appendix C: SSMHA Team Selection Policy

Appendix D: SSMHA Tender-Form

Adopted by Management Committee May 26,2013 AGM

GENERAL

- 1.1) The South Stormont Minor Hockey Association adopts and follows the rules of the Hockey Canada (H.C.) and the Ottawa District Minor Hockey Association (O.D.M.H.A.) and in the case of any variation or inconsistency between the Constitution of this Association and the aforementioned rules the ODMHA and H.C. shall take precedence.
- 1.2) Amendments to the rules herein may be recommended to the Management Committee by any Member, but any amendments, repeals, revisions, or additions to same shall be in accordance with Article 10 of the Constitution.
- 1.3) Any or all infractions of the By-Laws are subject to Discipline Committee action.
- 1.4) H.C. playing rules shall apply to all hockey games of the Association unless otherwise stated by the S.S.M.H.A..
- 1.5) Conduct detrimental to minor hockey by a participant, they be a parent, coach, manager, referee or player, will not be tolerated and is subject to discipline under the Discipline Committee.
- 1.6) Referees and linesmen are to be respected by everyone and not to be baited harassed, abused or assaulted, either before, during or after a game. No one other than a referee or linesman is allowed to enter the referee room. Only Captains or Alternate Captains may make enquiries of the Referee or linesman. Referees will sign the game sheet immediately after the game.
- 1.7) Complaints by anyone with respect to refereeing are to be directed to the Referee-In-Chief only, and must be in writing. Any protest of a game must be submitted within 24 hours of the game to the SSMHA. Any protest must be in writing with a complete explanation plus a \$50.00 fee payable to the SSMHA. If the protest is upheld, money will be refunded, if denied it will be retained in the SSMHA fund.
- 1.8) All referees and linesmen shall be appointed and assigned by the Referee-In-Chief and or scheduler and must hold the appropriate certification and be at least 12 years of age.
- 1.9) All fund raising ventures included soliciting donations, must be approved by the Management Committee in writing at least 24 hours prior to the event. This does not include operation budgets of teams.
- 1.10) Coach applications must be submitted by August 1st. Must have a minimum of 5 management committee members present at interviews
- 1.11) After Try-out completion the respective Head-Coach of each team shall provide the Management Committee in writing the names of individuals selected for: Assistant Coach, Trainer and Manager . Selected individual are subject to approval before completion of team roster.
- 1.12) The team colours allocated to SSMHA are the Dallas Stars colours for all teams, excluding I.P.

- 1.13) The official crest of the Association is approved by the Management Committee and must be followed and used by all teams, excluding I.P.
- 1.14) The SSMHA agrees to absorb the registration costs for coaching and/or training.
Clinics attended by Coaches and Assistants approved in writing by the Management Committee for the current year. An applicant must provide a written receipt and proof of successful completion of said course or clinic in order to be entitled to a reimbursement.
- 1.15) The SSMHA will absorb the cost of attending referee clinics for the Referee-In-Chief for the current year
- 1.16) Parent/child games are not sanctioned by SSMHA.
- 1.17) All parents shall sign parents Code of Conduct before child is registered.
SSMHA Code of Conduct, Appendix B.

2 House and Representative Teams

House League Section

- 2.1) Once assigned to a team, players can not be moved or dropped without the consent and approval of the House League Convener and the Management Committee of SSMHA.
- 2.2) It is desirable for the players to play in their own age division. The House League Convener may recommend that a player may play in a higher or lower age division. Management Committee decision is final with respect to the child moving upward or downward.
- 2.3) Teams will be chosen by the House League draft if required, and every effort will be made to equalize the teams. After selection has occurred, if there is an imbalance in the teams in the opinion of the House League Convener, then at his/her discretion changes to offset the imbalance may be made by the House League Convener and ratified by the Management Committee.
- 2.4) The Management Committee will decide how many players to be on each team based on registration.
- 2.5) Teams playing exhibition or tournament games must adhere to the ODMHA rules and the following;
 - i) All teams playing outside of ODMHA for tournament or exhibition must obtain a Travel Permit signed by SSMHA President or designate and District 2 Chairperson or designate.
 - ii) All games that are played outside of the ODMHA which result in any violations or suspensions will be reported to Discipline of the league. A copy of the game sheet will be supplied to the Convener and Discipline Chair of the league.

- 2.6) SSMHA teams shall be responsible for providing a timekeeper to run the clock under the guidance of the referee.
- 2.7) In order for teams to function financially it may be necessary to request funds and / or through fund raising from parents, above and beyond registration fees. Any monies requested shall be used to pay for practice ice or tournament fees only. Any money raised through fundraising can be used by the team at its discretion, but this will be done in consultation with the parents of the players.
- 2.8) All House League team Coaches shall submit a written report to the Management Committee.

Representative Teams

It is the objective of our representative division to provide a competitive level of hockey for those players who establish their competence at that level. It is understood that equal ice time need not be afforded to all players depending on capabilities and circumstances. However, Coaches should not select players unless a reasonable opportunity to play will be afforded them.

- 2.9) Representative teams shall consist of a number of players as designated by the Management Committee. Teams will follow affiliation rules as laid out by the ODMHA and SSMHA.
- 2.10) Affiliation rules
No affiliate is to pay for practice ice time. Affiliates can be asked for monies that apply to tournaments only. Affiliates may only attend practice with the team they are affiliated to. Affiliates are to be used for regular season games only to bring bench strength back to the level that was set out by the Management Committee at evaluation time. Affiliates may be added to the bench strength of a team for tournaments.
- 2.11) The Association will assist in purchasing a banner for all teams(s) winning their regular season league championship and / or overall play-off championship. The cost to the association will not exceed \$100.

Competitive Try-out

- 2.13) The Association will hold tryout sessions for each division at which all players of that age division are welcome to attend. The evaluation committee will rate the players. The Management Committee will give the coach a list of players equal to 5 more than required for the team. ie; B-Rep team is to carry 12 skaters, the evaluation committee will supply 17 players for the coach to choose from. Final 5 cuts are left to coach. Coaches will choose their goalies for these teams. The coaches of the Midget teams will be responsible for selecting their teams.

- 2.14) The formation of Rep and / or B-House team(s) at any level is determined by team declaration. Team Declaration is reported by the Management Committee, based on current registered number of players in each division each year.
- 2.15
- a) SSMHA will schedule and hold separate try-out sessions for B-rep and B-House teams for each division.
 - b) All scheduled dates for Try-Outs are mandatory at all divisions.
 - c) Player is given the option, and may choose to either try-out for Rep Team or B-House Team at all divisions.
 - d) Player(s) who are not selected for the Rep-Team, will be provided with next scheduled date for B-House Try-out.
 - e) Only players from South Stormont will be selected for any B-Rep or B-House team. Under certain circumstances, the Management Committee may allow exceptions under this rule.
 - f) The SSMHA Management Committee will be informed of any players on ice from out side South Stormont Boundaries.
- 2.16) Management committee will use Team Selection Policy as defined in Appendix C.
- 3.1) The Coaches for all SSMHA teams will keep Selects Jerseys in a separate garment bag all together or separately. Jerseys will not be left in a players hockey bags.
- 3.2) Only Jerseys sanctioned by the SSMHA Management Committee can be used for sanctioned games, incl. league, exhibition and play-off. The use of the SSMHA logo and name will not be used without the written approval of the Management Committee. All SSMHA purchases greater than \$ 1000.00 (One Thousand) must be approved by the Management Committee.

- 3.3) SSMHA tender-Form the official document, to be used in obtaining quotes for approved SSMHA Jersey Purchases. Tender-Form Appendix D.

Appendix A

Registration Policy

You must register with South Stormont Minor Hockey if you reside within our district.

If you plan to try out for AAA / AA / A, please register early to ensure you are pre-registered in time for outside tryouts.

All documentation must be complete with the following or it will be returned to you.

- Registration form
- Full payment (post-dated cheques accepted)
- Proof of residency (e.g. copy of a current utility bill or copy of driver's license- please blackout amounts)
- Signed Parent Code of Conduct Form
- Declaration of Inter-District form if you are coming from another association

We will no longer accept/ hold registrations with missing documents.

All forms can be found on our website at www.southstormontselects.com under the registration tab.

Registration Fees

A discount of \$25.00 per child will be given to families of 3 or more children.

Three equal installments may be made dated June 30, July 31 and August 31 or one post dated cheque for

August 31. Please note that due to the volume of payments received there may be circumstances where the deposit is not made on the exact date. Please ensure that the funds remain in your account until the cheque clears. You are responsible for all NSF charges on any returned cheques. Players will not be registered until any outstanding amounts have been paid in full.

Confirmation of your registration will be sent by email.

Transfer fees of \$75 will apply for all out of district players Novice level and up. Fees will be applied to your registration upon acceptance by South Stormont Minor Hockey.

Refund requests are to be submitted on the 'Refund Request Form'. Refunds are subject to a \$20 Administration fee and the ODMHA \$50 insurance fee after October 1st each year. There will be no refunds on tryout fees after the September 13th. All refunds are based on the Early Bird Fee rates. Please allow 3-4 weeks for the refund to be processed

Tryouts

All registration and tryout fees must be paid in full before your child is allowed to tryout.

No payments or registrations will be accepted after the start of tryouts. Once teams are established we will try to accommodate anyone registering late to the best of our ability.

Pinnies will be utilized during tryouts and must be returned after the session. You are required to bring a jersey with you to tryouts.

If your child is trying out for a level of hockey not offered by our association, they must first register in South Stormont. Full payment in the form of a postdated cheque for September 15th is required upon registering and will be held until tryouts have finished. You are responsible to notify the Registrar of the outcome of this tryout or your payment will be deposited and if a refund is required an Administration Fee of \$20 will be deducted.

All Rep and B level tryouts are mandatory to be eligible for these teams. Please indicate on the registration form which level you are trying for. Those who try for the Rep level and are not successful, will automatically be placed in the B tryouts. Any exceptions need to be approved prior to tryouts by the Executive Board.

All Pee wee Rep and B players must participate in a mandatory Body Checking Clinic.

Appendix B

Parent Code of Conduct

It is the intention of the code of conduct to promote fair play and respect for all participants within the South Stormont Minor Hockey Association (SSMHA). All parents must sign this code of conduct before players are allowed to participate in hockey and must continue to abide by its contents during all SSMHA sponsored events at the Long Sault Arena, or when representing SSMHA at other facilities.

1. I will do my best to be a good sport at all times. I will not condone, permit, defend, or engage in actions, on or off the ice, which are not consistent with good sportsmanship.
2. I will encourage my child to do his/her best, have fun and demonstrate good sportsmanship. I will teach my child how to win and lose gracefully. I will lead by example.
3. I will assist my child to understand and respect the rules of the game. I will encourage my child to remember that he/she is part of a team and to work hard for the good of the team.
4. I will respect the rights and feelings of officials, coaches, trainers, players, volunteers and administrators. I will work to support, not undermine their efforts.
5. Parents shall refrain from comments or behaviour which is disrespectful, offensive, abusive, racist or sexist.
6. I will support all efforts to remove verbal and physical abuse from children's sporting activities.
7. Parents shall not engage in activity or behavior which endangers the safety of others.
8. I will respect and show appreciation for the volunteer coaches who give their time to provide sport activities for my child(ren).
9. Support South Stormont Minor Hockey zero tolerance policies by:
 - a. Not publicly criticizing players, coaches, officials, volunteers and other parents.
 - b. Not being under the influence of alcohol, or any illegal drug while in the presence of the athletes at the events.
 - c. Not using profane, insulting, harassing, or otherwise offensive/ derogatory language.
10. Understand that team performance goals take precedence over individual goals.

South Stormont Minor Hockey Harassment Policy

There will be **zero tolerance** for any behaviour, use of foul language, disorderly conduct, loitering or verbal, physical abuse of players, coaches, officials, other spectators or staff during all SSMHA sponsored events in the Long Sault Arena or other facilities that I or my children are representing the South Stormont Minor Hockey Association. Failure to comply with this code of conduct may result in disciplinary action by SSMHA and can be served with a 'Notice of Trespass'. This notice will restrict access from attending any SSMHA sponsored event in the Long Sault Arena for a period of one (1) year. A second suspension can carry up to a three (3) year term. Violation of the 'Notice of Trespass' terms during SSMHA sponsored events will be recognized by the township of South Stormont and individuals will be escorted from the Long Sault Arena by the Ontario Provincial Police.

Appendix C

SSMHA Team Selection Policy

The team selection policy will apply to the following levels within SSMHA

Novice B	Peewee B House
Atom B Rep	Bantam B Rep
Atom B House	Bantam B House
Peewee B Rep	

Categories Evaluated

Evaluators will be scoring the players on the following categories:

- Skating (from 1 to 10) – weighted average is 15% out of 100%
- Passing (from 1 to 10) – weighted average is 15% out of 100%
- Shooting (from 1 to 10) – weighted average is 15% out of 100%

- Puck handling (from 1 to 10) – weighted average is 15% out of 100%
- Game play (from 1 to 10) – weighted average is 40% out of 100%

Evaluation Process:

The three ice times are tryouts and all three of these ice times must be attended for the player to be eligible for the Rep or B teams. Exceptions must be approved by the Executive committee prior to the tryouts.

Players will be assigned a pinnie number at the beginning of tryouts and are to use this pinnie number for the remainder of the tryouts.

Pinnie numbers will be added to the Tryout Evaluation Form – no player names will be provided to evaluators.

Evaluators are to sit separately and not discuss evaluations with other evaluators or the coach.

Evaluators will return their evaluation form to their Coordinator immediately following each tryout.

It is important to have the same evaluators for all two tryouts to maintain consistency in scores.

Scores will be entered into a spreadsheet after each tryout and sorted from highest average score to lowest average score.

Evaluation Committee:

The Evaluation Committee will consist of one Coordinator and a minimum of 4 evaluators. The Head Coach will also evaluate the players.

The Evaluation Coordinator will choose the evaluators.

All scores will be entered by SSMHA Executive members

Parents can contact the Evaluation Coordinator with any questions or concerns.

Evaluation Coordinator's responsibilities:

Arrange for 4 independent evaluators who do not have children playing in the said division. The same evaluator should be used for all two tryouts to ensure consistency in scoring.

Ensure evaluators understand the evaluation process.

Collect all evaluation sheets after each tryout.

Available for any questions or concerns from parents.

Evaluator's responsibilities:

Please arrive approximately 15 minutes prior to the beginning of each tryout and let your Coordinator know you have arrived. Your Coordinator will provide you with a pen, clipboard and two evaluation forms. The evaluation form will list all pinnie numbers of skaters who will be on the ice.

Find an area in the arena away from parents and other evaluators – please do not discuss skaters or scores with other evaluators, coaches or parents.

You must fill in a score for all skaters and for all categories – this is very important as the scores are based on averages.

Please return your evaluation forms to your Coordinator immediately after each tryout.

See your Coordinator if you have any questions or concerns.

Head Coach's responsibilities:

Review tryout evaluation procedures.

Arrange for on-ice helpers

Arrange for one certified trainer to be present during your ice time

Ensure that on-ice drills will allow the evaluators to see all five categories upon which the players are evaluated (skating (15%), passing (15%), shooting (15%), positional (15%), game play (40%).

The averaged combined rating of each skater will be used to determine the ratings.

Players will be evaluated for the first two nights of tryouts. At the beginning of the third tryout coaches will be given a print out of the players they can choose from (the declared team number plus five players). On the third night of evaluations there will not be any evaluators – the coaches will take the third night to make their decisions.

Make your team selection .

Head coaches must choose their goalies.

Your team selection must be submitted to the SSMHA Executive for their approval immediately following the third night of tryouts – bring your selections to the John Cleary room.

Once selections are approved by the Executive, the head coach will perform exit interviews with the players.