



**Arizona High School Hockey Association
(AHSHA)**

Policies and Procedures Manual

**Version 9.0
2009 – 2010 Season**

MISSION

The mission of the Arizona High School Hockey Association (AHSHA) is to provide Arizona high school students the opportunity to participate in a high quality youth sports program, promoting the life skills inherent to participation in a competitive environment through the sport of amateur hockey. Through training, education and the use of key role models, the values of sportsmanship and family participation will be at the forefront of all efforts.

ARTICLE I. SCHOOL AFFILIATION

Ice hockey is not a sanctioned high school sport under the Arizona Interscholastic Association (AIA), and as a result AHSHA is an independent league that does not operate under the cognizance of the AIA. However, many schools within AHSHA have set up ice hockey as a club sport. This is a school-by-school decision, and the level of support for ice hockey may vary from school to school and district to district. Those schools that have established an official ice hockey club adhere to club sport rules (i.e., club by-laws, election of officers, requiring a school staff member to sponsor the team). AHSHA strongly encourages and welcomes school support and involvement. Nonetheless, because ice hockey is not a sanctioned AIA high school sport, and schools vary on having ice hockey as a club sport, schools may not award such things as PE credit, varsity letters, year book photographs, school announcements on club games and activities, etc.

ARTICLE II. ELIGIBILITY

1. Players currently enrolled in grades 9 through 12 who are attending an Arizona high school, middle school, junior high, charter school, or home school are eligible provided that they meet USA Hockey's current minimum specified age for first year Bantams and are not more than one year over the specified age for Midgets. Players who graduate from high school during the fall season will be eligible to complete that season with their team. However, any player dropping out of school or who is terminated from school enrollment is no longer eligible to play following the date of dropping out or termination (whenever occurring during the school year).

2. Before participating with their assigned team, all players must provide: a copy of their birth certificate, passport, or driver's license; along with proof of the high school they are attending (current year school picture I.D., current year class schedule, or a letter from the school administration, etc.).

3. AHSHA, through its Board of Directors (Board), AHSHA Executive Committee (Executive Committee), or Hockey Operations¹ may require a player and his/her parent or guardian to certify their continuing eligibility to participate in AHSHA programs.
4. Players must be in good standing at their respective school to be eligible.
5. Players may not receive payment or other compensation for playing.
6. A player may not participate if convicted of a felony as defined by the State of Arizona.
7. Only players complying with all aspects of AHSHA and Arizona Amateur Hockey Association (AAHA) policies are eligible.
8. Only players registered with USA Hockey and AHSHA are eligible.
9. Only players who have paid all USA Hockey and AHSHA fees² are eligible.
10. Only players complying with all applicable team rules are eligible.
11. Players must be rostered on a team by AHSHA in order to play for that team. No substitute players will be allowed to participate in any game or practice with another AHSHA team without prior consent from Hockey Operations.³
12. AHSHA has no objection to its players participating in other ice hockey leagues including travel programs, but does prefer that they are USA Hockey affiliated. Recognizing that players participating in more than one league during the season will inevitably run into scheduling conflicts for both practices and games, the following are offered as guidelines for consideration by players, families, and coaches:
 - 12.1. Players and their families need to determine whether they can afford the financial and time commitment associated with playing in two or more leagues. Scheduling conflicts will likely occur and refunds will not be approved due to practices and/or games missed because of conflicts in the high school hockey schedule and the travel team schedule.

¹ The Board and/or the Executive Committee may delegate day-to-day hockey operation responsibilities to appointed Board officers, Committee members, Board members, Rink Coordinators, or the League Administrator. These appointed individuals will constitute Hockey Operations (collectively referred to as Hockey Operations or AHSHA). Contact information for Hockey Operations will be provided by AHSHA through the web site, e-mail, or by direction at the monthly coaches and managers meetings.

² Including any past due AHSHA account balances.

³ Refer to policies regarding substitute goalies and call-up or call-down procedures.

- 12.2. Players, families, and coaches must clearly agree on how priorities will be set in order to deal with scheduling conflicts. It would be helpful if direct communication took place between both coaches to ensure there is a clear understanding as to how priorities will be set and how each coach will deal with the result.
- 12.3. AHSHA coaches should consider whether it is in the best interest of the team to hold a slot open for a player who may miss many of the practices, and may not meet AHSHA's game minimum, especially if holding this slot deprives a worthy player of consideration.
- 12.4. Players, families, and coaches should consider whether it is in the best interest of the player to participate in two or more leagues where style and physical aspects of play, coaching strategies, officiating and quality of opposition may be significantly different.
- 12.5. Players and families should take into account a player's ability to maintain a grade level that is consistent with meeting their academic goals while playing in two or more leagues.

ARTICLE III. REGISTRATION

1. Players must register with AHSHA prior to taking the ice in any AHSHA scheduled practice, game, or event. A player may not practice or play in a game with any team on which they are not rostered without the approval of Hockey Operations.
2. Players must also register online with USA Hockey prior to taking the ice, and must provide proof of USA Hockey registration number when registering with AHSHA. AHSHA may ask for a USA Hockey printed registration or online receipt.
3. No player may register or participate on more than one AHSHA sanctioned team without the approval of Hockey Operations.⁴ If a player receives Hockey Operations approval and registers on a second AHSHA team, the player will be responsible for full payment of registration fees for both teams.
4. The deadline for registration is set by AHSHA for each season. However, players will be rostered on a space available basis after teams are formed by AHSHA. Regardless of when a player registers, every player must meet the minimum qualifications established by AHSHA to participate in the playoffs.

⁴ For example, players may participate on their school affiliated team as assigned by AHSHA and one of the Thunder teams as discussed in these policies. AHSHA may sanction other teams where players can participate in addition to their assigned school team.

5. AHSHA reserves the right to refuse service or membership to any player, parent, guardian, or any responsible party for any reason, whether the AHSHA Discipline Committee, Executive Committee, or the Board makes such decision. Appeals may be made to the AHSHA Board for any decision refusing service or membership.

ARTICLE IV. TEAMS

1. Hockey Operations shall determine the minimum and maximum number of skaters and goalies per team for each season (as an example, that all teams must have a minimum of fifteen (15) skaters and one (1) goaltender and up to a maximum of eighteen (18) skaters and two (2) goaltenders).

2. Players that attend a high school that has a pure high school team(s) will automatically be assigned to their high school team.

3. AHSHA will attempt to assign players in a public school district who attend an alternative school, district sponsored or independent charter school, to the AHSHA school team in their area provided the local public school allows the students from these schools (alternative or district sponsored charter) to play on other AIA sanctioned sport teams at their high school. A letter from the area public school must be provided to the league confirming the student of the alternative school or district authorized charter school is eligible to participate on their school's sports teams. The team's coach or manager is required to obtain documentation at the end of each semester supporting that the student is in good standing. This provision is subject to space availability.

4. AHSHA will attempt to assign home schooled players to the AHSHA team of the school they would normally attend based on their residence if they were not home schooled. This provision is subject to space availability.

5. Players who attend a high school that does not have a pure high school team will be assigned to either a combined high school varsity team or a junior varsity (JV) team based on skill level or geographic requirements.

6. If a player does not make their high school team based on skill level or maximum roster size, if available that player will be placed on one of the high school's lower division teams (whether Varsity B, Varsity C or JV team). If the high school has no other team, that player may be placed on a combined high school varsity or junior varsity team based on their skill level and geographical area. Players moved to another combined team may elect instead to receive a refund of their registration based on the refund policy outlined in these policies.

7. If a coach determines that a player lacks the skills to participate on a varsity team and the school does not have sufficient players to have a junior

varsity team, the coach may make a written request to the league that the player be placed on another lower level combined team. Hockey Operations will evaluate such situations as necessary.⁵ Players released to a lower level or combined team are permitted to practice with the varsity team if approved by both coaches and the varsity practice does not interfere with the combined team practice.

8. If a player registers after team formation by AHSOA, the new player will be placed on a team on a space available basis. If a player registers after the team roster has been filled, players already rostered on that team cannot be removed to accommodate the late sign-up player.

9. Every high school team will consist of a head coach, one or more assistant coaches, a team manager, a faculty sponsor (if required by the school), and players. AHSOA encourages that each team establish a school hockey club, and a parent booster club or parent board to manage the affairs of the club.

10. If a high school club has more than eighteen (18) skaters or more than two (2) goaltenders registered, the club will hold tryouts to determine which players will play on the varsity team.

11. For “pure” high school teams:

11.1. A pure high school team may be made up of a maximum of eighteen (18) skaters from a single school and a maximum of two (2) goalies from that school.

11.2. AHSOA encourages all pure high school teams to play in the Varsity A division. Only pure varsity high school teams will be placed in the Varsity A division. However, if a goalie does not exist in the school, a goalie from another school may be rostered on the team by AHSOA. The team will continue to hold a “pure” status, and will be permitted to participate in the Varsity A division.

11.3. If Hockey Operations determines that a pure high school team does not have the ability to play in the Varsity A division, the team may be assigned by AHSOA to play in a lower division, as appropriate.

12. For “combined” high school teams:

12.1. Hockey Operations will determine the schools represented by, or participating in, a combined high school team.

⁵ AHSOA encourages that players be able to play for their assigned school team. Players should not be released by coaches simply to create a stronger roster or line-up. As a result, AHSOA will consider releasing players to lower level teams when the safety of the player is at issue.

- 12.2. Hockey Operations may add at-large players when necessary to complete a roster and bring the number of players to the minimum roster requirement.
- 12.3. With the approval of Hockey Operations, combined high school teams based in Yuma, Prescott, Flagstaff and Tucson may consist of entirely at-large players. However, AHSOA will attempt to have all players registered from the same high school assigned to the same team.
13. Hockey Operations will assign combined teams to the Varsity B, Varsity C, or JV divisions based on their level of talent and performance history.
14. Schools that have a sufficient number of players to have more than one team are encouraged to have a junior varsity team as their second team. If the school has sufficient players to have a third team, the third team must play in a different division than the other school teams.
15. AHSOA may review team placement and may make changes.

ARTICLE V. TEAM UNIFORMS

1. The Board, or its designee, must order all team uniforms through the Board approved vendors.
2. Pure high school teams are required to use their school colors.
3. The Board, or its designee, will determine colors for combined high school teams.
4. With the exception of manufacturer's labels, the Board must approve any other patches, advertising, or markings.
5. Each team must have a light home and a dark away jersey with matching socks. Teams will wear their light jerseys for home games and dark jerseys for away games.
6. The Board, or its designee, will order a full set of uniforms for all teams. However, an existing team can request replacement or fill-in jerseys and must order these replacement jerseys through the Board or its designee with the Board approved vendors.
7. Teams may determine and select jersey numbers within these guidelines. Numbers cannot include 0, 00, 69 or anything over 98. Schools with multiple teams may not have multiple players with the same jersey numbers to

accommodate a potential call-up situation. Jerseys must include 4 inch numbers on the sleeves, 10 or 12-inch numbers and player name on the back, and a logo crest on the front of the jersey.

ARTICLE VI. TEAM MANAGEMENT AND APPROVAL OF TEAM/CLUB BY-LAWS AND/OR POLICIES

1. Teams with club, team, and/or parent board by-laws or policies must submit them to Hockey Operations for review and approval. The intent of the review is to verify that club or team by-laws do not conflict with existing AHSOA by-laws and policy. AHSOA shall return approval or change comments in a timely manner. The updated document shall be submitted for final approval prior to distribution to team players and parents.

2. AHSOA policies and by-laws supersede club/team by-laws and policy.

ARTICLE VII. COACHES AND TEAM MANAGEMENT

Section 7.1. Coach Selection and Management

1. The Board will determine the process for selecting and approving coaches and team management. If a team/club has received AHSOA approval of its by-laws or policies, then AHSOA will defer to club policies or by-laws on how each club desires to manage their coaching and manager staff. However, if a club does not have written policies or by-laws regarding the hierarchy or reporting structure of the coaching and manager staff then the head coach is deemed to have the primary authority, decision making, and responsibility for the club. In the absence of the head coach, the authority, decision making, and responsibility shall be in the following order: assistant coach(es), team manager, and assistant manager(s).

2. All coaches and managers must complete the AHSOA application form on-line and be approved by AHSOA before the start of every fall season.

3. All coaches and managers must participate in a background screening/check as established by AHSOA.

4. Head coaches and team managers are subject to approval by the Board.

5. Except as may be stated in AHSOA approved team/club by-laws or policies, varsity head coaches are responsible for selecting their assistant coaches, as well as, the B, C, and/or JV head coach and for giving input into the selection of the assistant coaches for the B, C, and/or JV teams. These selections are subject to the approval of the Board.

6. Varsity head coaches will be responsible for all subordinate coaching staff in their respective high school programs.
7. All coaches and managers must comply with AHSHA Sexual and Physical Abuse Policies as stated herein and as may be stated by USA Hockey.
8. Coaches or managers who have been suspended for the balance of a season, and are reapplying for a subsequent season, must be approved for reinstatement by the Board. A decision will be made by the Board whether to reinstate the coach or manager and the conditions under which the coach or manager may be reinstated.

Section 7.2. Training

1. All head and assistant coaches must have a minimum of USA Hockey intermediate Level 3 credentials.
2. The Board or Hockey Operations as its designee must approve any exceptions but will only grant a waiver of the minimum credential requirement for one (1) year.
3. Coaching applicants selected as coaches may submit their reasonable USA Hockey online registration and clinic fees for Initiation, Associate and Intermediate level certifications to AHSHA for reimbursement when approved by the Board.
4. The Board may also establish a reimbursement fee and eligibility for Advanced coaching clinics. Approval must be obtained in advance of attending the session and AHSHA must be provided with a copy of the fee receipt upon course completion.

Section 7.3. Age Limitations

1. Head coaches must be at least twenty-one (21) years of age.
2. All assistant coaches must be at least eighteen (18) years of age.

Section 7.4. Removal of Coaches or Team Management

1. The Board or Executive Committee may remove a coach or team manager for any reason.
2. If any team wishes to remove a head coach, assistant coach, or team manager during the regular season, a written petition must be submitted to the Executive Committee or Board. The petition must contain supporting documentation outlining reasons for the removal and must be signed by a two-

thirds majority of the team players. The Executive Committee or Board will review the petition and make a decision regarding the removal petition.

3. Appeals of any decision made to remove a coach or team manager may be made to the Board for consideration.

Section 7.5. Coach Reimbursement of Expenses

1. AHSHA encourages that all coaching positions be voluntary positions. Coaches, on a volunteer basis, provide coaching services for league teams for games as well as practices.

2. Teams may elect to reimburse a coach for reasonable expenses. AHSHA recommends that reimbursement be limited to \$1,500 per coach for a season.

Section 7.6. Responsibilities

1. Head Coach

1.1. Select assistant coaching staff.

1.2. Conduct tryouts and select the most appropriate players.

1.3. Conduct on-going season practices (off-ice and on-ice).

1.4. Conduct parent/player meetings along with the team manager to insure that team rules/guidelines and coaching philosophy are understood.

1.5. Consistently administer player discipline.

1.6. Develop and evaluate players during the season.

1.7. Develop, communicate and teach systems/tactics.

1.8. Insure that students are maintaining sufficient grades for participation in sports at their respective high schools.

1.9. Provide supervision and leadership of the players to insure that appropriate rules of conduct are followed on the ice and in the locker rooms. Safety is the primary priority of the coaching staff.

1.10. File injury reports as necessary.

1.11. Attend all coaches meetings.

- 1.12. Enforce team disciplinary procedures including suspending or benching players who are consistently in violation of the AHSHA disciplinary policies.
2. Assistant Coaches
 - 2.1. Assist in conducting tryouts.
 - 2.2. Assist in all practices, games and tournaments.
 - 2.3. Function as back-up to the head coach.
 - 2.4. Assist in teaching team systems/tactics.
 - 2.5. Provide supervision and leadership of the players to insure that appropriate rules of conduct are followed on the ice and in the locker rooms. Safety of players is the primary priority of the coaching staff.
3. Team Manager
 - 3.1. Coordinate tryouts and insure that all players have completed their tryout registration forms.
 - 3.2. Order team jerseys and socks through the AHSHA uniform coordinator and the Board approved vendors.
 - 3.3. Conduct parent meetings to communicate team activities and events.
 - 3.4. Conduct parent meetings to communicate league policies and any fundraising programs. The team manager will also be responsible for coordinating with the league regarding their teams' financial contributions resulting from league fundraising activities.
 - 3.5. Ensure that the coaching staff is in compliance with the code of conduct and are properly supervising players.
 - 3.6. Attend all monthly manager meetings. It is expected that managers would not miss more than two (2) meetings per year and would send a representative of the team to any missed meetings. All AHSHA teams must be represented at each monthly meeting.
 - 3.7. Be responsible for the finances of the team/club (such as collecting money from players to purchase additional practice ice) and coordinating with the league Treasurer to ensure the team/club

credits are correct, expenses are paid, and the team/club league account maintains a positive balance.

Section 7.7. Coaches Code of Conduct.

AHSHA coaches and managers shall adhere to the USA Hockey Codes of Conduct and AHSHA policies.

ARTICLE VIII. PRACTICES AND ICE PURCHASE PROCEDURES

1. AHSHA schedules ice practices for the teams. Teams may opt out of the AHSHA practices scheduled for the regular season. Preseason practice ice sessions scheduled by AHSHA may not be opted out of as preseason practices are scheduled by AHSHA to permit registration of players, paperwork collection, team tryouts, and team evaluation for division placement. Thus, teams may opt out of practice slots that would occur after the regular (not preseason) games begin. In order to opt out of the AHSHA scheduled ice practices, Hockey Operations must be notified prior to the first scheduled preseason practice ice slot.
2. Teams scheduling their own practice ice must first present the day and time of the ice slots to the league prior to entering into a contract for the practice ice. AHSHA's Board or Executive Committee will either approve the ice slots or contact the rinks to contract for the ice to be used for multiple teams. AHSHA has the first right of refusal to use these ice slots for league purposes.
3. If teams have been given approval for additional practice ice slots and will have AHSHA pay for the practice ice out of the team account, teams must pay for the extra ice billed through AHSHA on a monthly basis. Failure to keep current on additional ice expenses will result in a cancellation of future practice ice slots.
4. Any practice ice slots scheduled by a team coach, team manager, member of the team coaching or manager staff, or a team parent as a representative of a team, will be liable to AHSHA and will have the responsibility to collect payment from all players on the team.

ARTICLE IX. REGULAR SEASON GAME PROCEDURES

Section 9.1. General

1. The Board will determine the length of the season and tournament playoff schedule.

2. The Board or Executive Committee may delegate game day responsibilities to appointed Board officers, Committee members, Board members, Rink Coordinators, or the League Administrator. These appointed individuals will constitute "Hockey Operations".
3. Hockey Operations may select Rink Coordinators, off-ice officials, on-ice officials, security, and/or other services to ensure that games are run smoothly. Hockey Operations or the Board may approve compensation for Rink Coordinators, off-ice officials, on-ice officials, security, and/or other services.
4. Hockey Operations, the Board, or Executive Committee may also establish committees to deal with game procedures and other matters of concern.

Section 9.2. Injuries

1. Coaches and team managers should not attempt to move an injured player. If a player cannot leave the ice under their own power, or a player is under duress at the bench or in the locker room, paramedics should be called to administer aid to the player.
2. The head coach shall report immediately to Hockey Operations any injury requiring emergency medical treatment. The head coach of an injured player must complete an injury report form and submit it to Hockey Operations of AHSHA within 48 hours of the injury if:
 - 2.1. The injury causes the player to leave the game or practice and not return;
 - 2.2. The injury requires the player be transported to a hospital or emergency facility; or
 - 2.3. The injury requires the immediate care of a physician.
3. Upon receipt of an emergency report, Hockey Operations will immediately follow USA Hockey's procedures requiring claims reporting and investigation.
4. In the case of an injury to a coach, official, volunteer, or non-participant, Hockey Operations will complete an injury report form.

Section 9.3. Video Tape

Hockey Operations, Executive Committee, Board, and/or the AHSHA Disciplinary Committee (DC), at their discretion, may review any video tape in the course of an investigation concerning misconduct of a player, coach, or official whose misconduct is detrimental to the health or safety of others.

Section 9.4. Game Warm-Ups

1. All pre-season and regular season games will start with a three (3) minute warm-up before the start of the game and a one (1) minute break between periods. The warm-up will begin at the scheduled time of the game and the timekeeper will not extend the warm-up period to allow for late players. The Rink Coordinator has the authority to decide and direct when games shall begin warm-up.
2. A late arriving player may join the game at any time as long as he/she was on the official team roster and on the score sheet for the game. If the name was crossed off of the score sheet, indication shall be made that the player was present at the game. A penalty may be assessed for a late arriving player pursuant to USA Hockey rules.

Section 9.5. Game Rules and Format

1. AHSOA will follow all rules set by USA Hockey except as may be modified herein.
2. Game Format
 - 2.1. Each varsity and JV game will consist of one fifteen-minute running time period for the first period and two fifteen-minute stop-time periods for the second and third period.
 - 2.2. A curfew time of 75 minutes is in effect for all games. Games will go to running time in the third (3rd) period when the amount of clock time equals that of the curfew time, or there is a seven (7) goal differential. **Once running time begins, the teams will play the remainder of the game under the running time format regardless of subsequent scoring.** The Rink Coordinator has the authority to decide and direct when games shall go to running time in the 3rd period.
 - 2.3. There is one (1) thirty-second timeout allowed per team in regular season games. Timeouts cannot be used if the game is in running time. Timeouts cannot be used consecutively.
3. Penalties and/or Goals during Running Time
 - 3.1. Penalties will remain the same duration according to USA Hockey rules. The clock will stop when the whistle blows for a penalty, goal, or for any injury or unusual delay in the game. The clock will start when play continues.

- 3.2. If a penalty expires during a stoppage, the penalized player must wait until the next drop of the puck to leave the penalty box.
 - 3.3. If coincidental or misconduct penalties expire during a stoppage, the penalized players must wait until the next stoppage of play to leave the penalty box.
4. Equal Ice Time for Players
- 4.1. Varsity teams are not required to provide each player an equal amount of ice time during games. Ice time, line play, special team play, etc., shall be determined by the coaching staff.
 - 4.2. During the regular season, all JV coaches are required to provide each player on their team an equal amount of ice time during games, except when the coach is denying ice time as a disciplinary action.⁶ Equal ice is each player having an opportunity to play the same amount of time as any other player. It is the head coach's responsibility to ensure equal ice.
 - 4.3. If a JV team does not have an equal number of players for each line, the coach will endeavor to make sure that players either sit out, or double shift on an equal basis.
 - 4.4. JV coaches will not short-shift or play players for extended time periods to gain an advantage during the regular season.
 - 4.5. AHSOA will monitor any concerns about equal ice during the regular season. If a JV coach is in violation of the equal ice policy the following steps may be taken:
 - 4.4.1. First time: Hockey Operations will send the coach and team a warning in writing.
 - 4.4.2. Second time: Hockey Operations will suspend the coach for the next game.
 - 4.4.3. Third time: Hockey Operations will remove the coach from the team.

Section 9.6. Wins

The winning team will receive two (2) points for each win in the standings.

⁶ During the playoffs, JV coaches are not required to provide each player on their team an equal amount of ice time during games.

Section 9.7. Ties

If there is a tie at the end of regulation, the game shall end and each team will receive one (1) point in the standings.

Section 9.8. Game Forfeiture

1. Teams who fail to participate in or choose not to participate in a scheduled game, and/or violate the following forfeiture policies shall forfeit the game.
2. Each team must have two (2) AHSOA approved coaches on the bench before the start of the game or that team shall forfeit the game. If contacted, Hockey Operations can approve emergency substitute coaches prior to the start of the game so that a game is not forfeited. If Hockey Operations cannot be contacted after a good faith effort, the Rink Coordinator has the authority to approve/disapprove the emergency substitution of coaches, and to decide and direct when games shall be forfeited due to the lack of approved coaches to start a game.⁷
3. If a team fails to have at least six (6) players at the end of the warm-up period (see warm-up policies above), the team shall forfeit the game. The Rink Coordinator has the authority to decide and direct when games shall be forfeited due to the lack of players.
4. Pursuant to the disciplinary rules of these policies, if a suspended player plays in a game, or suspended coach coaches in a game, when the player or coach should be serving a game suspension, a Match penalty, and/or an AHSOA administrative suspension, the team will forfeit the game.
5. The scorekeeper will record a score of 1-0 for any team that wins by forfeiture.
6. Thus, if a team fails to participate in or chooses not to participate in a scheduled game, fails to have two (2) AHSOA approved coaches on the bench before the start of the game, does not have at least six (6) players at the end of the warm-up period, plays a suspended player or has a suspended coach coaching in a game, the team shall forfeit the game to the opposing team. Any team who forfeits a game will be placed on probation for the balance of the season. Any team that is already on probation at the time of the forfeit (due to any other reason or other disciplinary action, including individual game misconducts, team misconducts, etc.) may cause the team to be placed on suspension for the balance of the season pending a hearing by the Disciplinary

⁷ AHSOA will provide contact information for Hockey Operations (by direction at the monthly manager meetings, by e-mail, or by posting to the league website) who should be contacted to approve emergency substitute coaches.

Committee. If placed on suspension, a hearing will be conducted by the DC to determine whether to reinstate the team, the conditions under which reinstatement may be allowed, or whether to suspend the team for the balance of the season.

7. In addition and upon decision of the DC, Executive Board, or Board, the team may be assessed a fine (up to a maximum of \$1,000.00 dollars) payable to AHSHA or pay for game expenses (on-ice officials, off-ice officials, security, ice expenses, Rink Coordinator, etc.) for the game forfeited. Payment of any fine or game expenses will be made to AHSHA within 30 days of the forfeited game. Failure to pay the fine on time will result in the team being suspended from the league.

8. Any team that incurs a second game forfeiture within the season, in addition to being assessed any financial penalties discussed above, will be immediately suspended from all further season practices and games pending a hearing by the DC to determine whether to reinstate the team, the conditions under which reinstatement may be allowed, or whether to suspend the team for the balance of the season.

9. Appeals may be made to the Executive Committee or Board regarding a team being placed on probation, being fined for any forfeiture, or being suspended from the league. The Executive Committee or Board can review mitigating circumstances and decide to reduce, eliminate, or uphold any sanction of probation, penalties assessed, or suspension. The head coach or manager must submit their appeal in writing to the AHSHA President and the Executive Committee or Board will review and decide the appeal.

Section 9.9. Move-up/Call-up Policy

1. For Players/Skaters.

1.1. Varsity B, C, and JV pure high school team players will be allowed to “move up” or be “called up” and play in fall regular season varsity games under the following conditions.

1.1.1. A Varsity B, varsity C, or JV player is being moved up as a substitute for a player attending the same high school.

1.1.2. Varsity A, B, and C teams may call up players from a lower team to make the full roster of twenty (20) without replacing another player, only if the opposing team being played has the capability to call up lower level players. If the opposing team does not have the capability to call up lower level players, then a team may only call up to a maximum of two (2) full lines of ten (10) skaters (does not include goalies).

1.1.3. No call-up substitution can be made for a player serving a game misconduct (GM), Match penalty, AHSOA administrative suspension, and/or any other type of suspension.

1.2. Any team calling up a player must provide at least 24 hours notice of the call-up to Hockey Operations in accordance with instructions provided to team managers and head coaches. If Hockey Operations cannot be contacted after a good faith effort, in an emergency situation (sudden illness, injury, accident, etc.), the Rink Coordinator has the authority to decide and approve/disapprove call-up players.⁸

1.3. No Varsity B, or C, or JV player will be allowed to move up for more than fifty percent (50%) of the regular season games (regular season does not include preseason games). The intent of this rule is to discourage teams from effectively "double rostering" a player, as well as to recognize that AHSOA's fee structure is based on providing a specified program to its players. AHSOA reserves the right to limit any player's activity to the regular season games and practice slots. Teams that call up a player for more than fifty percent (50%) of the regular season games, and players that are called up for more than fifty percent (50%) of the games during the regular season will be subject to AHSOA review and sanctions, including but not limited to, being placed on probation, assessed additional fee(s) for "double rostering" a player, and/or not being allowed to call up the player to participate in a higher team's playoff roster.

2. For Goalies.

2.1. For goalies, Varsity B, Varsity C, or JV goalies will be allowed to move up to play in a higher division varsity game in the absence or injury of the rostered goalie(s) only. If one of the varsity team rostered goalies is available to play, the rostered varsity goalie shall start the game. The called-up goalie may play at any time after the first period.⁹

2.2. For schools with single teams, any team that has an absence of all goalies rostered for that team may call up and play a substituted

⁸ AHSOA will provide contact information for Hockey Operations (by direction at the monthly manager meetings, by e-mail, or by posting to the league website) who should be contacted to approve call-up players.

⁹ For those lower level teams that have goalies from different schools, the called-up goalie shall only be the goalie attending the school of the higher level team.

goalie from another AHSHA team who is rostered in a lower division than the team requesting a goalie. Such substitutions are subject to prior approval by Hockey Operations and the goalie and the goalie's coach must agree to this substitution as well as the team receiving the substitute goalie.¹⁰

- 2.3. In an emergency situation, when no goalies are available for a scheduled game, Hockey Operations may assign goalies to participate in the game.¹¹ If Hockey Operations cannot be contacted after a good faith effort, the Rink Coordinator has the authority to decide and approve/disapprove substitute goalies.¹²

3. Teams have until December 1 to finalize their varsity and JV rosters.

Section 9.10. Move-down/Call-down Policy

1. For Players/Skaters.

- 1.1. A Varsity A or B or C player may be moved down to a lower division varsity team or JV team for one (1) game prior to the December 1 final roster deadline.

- 1.2. Hockey Operations must approve any move-down at least 24 hours prior to the game and one of the following criteria must be met:

- 1.2.1. The move-down allows for another player to be evaluated to play at the higher level from which the other player was moved down.

- 1.2.2. The move-down is due to injury that requires player assessment.

- 1.2.3. The move-down is for disciplinary matters.

- 1.3. If the varsity player participates in more than one game at the lower level, that player will be considered a permanent move down to that team.

2. For Goalies.

¹⁰ Substitute goalies should not be placed so that they are playing against their own team or own school club teams.

¹¹ Emergency goalies should not be placed so that they are playing against their own team or own school club teams.

¹² AHSHA will provide contact information for Hockey Operations (by direction at the monthly manager meetings, by e-mail, or by posting to the league website) who should be contacted to approve substitute goalies.

- 2.1. For goalies, for schools with multiple teams, varsity goalies will be allowed to move down or be called down to play in a Varsity B, or C, or JV game. Such call downs are permitted during the season if the reason is the absence of all lower division goalies for that game. Unless approved by Hockey Operations, varsity goalies are permitted to move down for a maximum of five (5) games per regular season and are not permitted to move down during the playoffs. If a JV team calls down a varsity goalie to play in a JV game, the opposing JV team will be allowed to call down a varsity goalie to play in the game as well.
- 2.2. Varsity goalies also will be allowed to move down to serve as a back-up goalie for the lower level varsity team or JV team goalie but are not allowed to play unless there is an injury to the lower team goalie.
- 2.3. In an emergency situation, when no goalies are available for a scheduled game, Hockey Operations may assign goalies to participate in the game.¹³ If Hockey Operations cannot be contacted after a good faith effort, the Rink Coordinator has the authority to decide and approve/disapprove emergency substitute goalies.¹⁴

ARTICLE X. PLAYOFF GAME PROCEDURES

Section 10.1. Playoff Seeding and Brackets

1. The Board will determine the length of the playoff schedule.
2. Regular season policies will apply to the playoff games except as may be modified herein.
3. The playoffs will be a single elimination tournament with teams seeded into bracket play. Teams will play each other until a single champion is determined. Teams will be originally seeded for the playoffs by points earned during the regular season against their own league teams only. The following will be used to seed the teams and to determine any tiebreakers:
 - 3.1. Total points earned in league play.

¹³ Emergency goalies should not be placed so that they are playing against their own school club teams.

¹⁴ AHSOA will provide contact information for Hockey Operations (by direction at the monthly manager meetings, by e-mail, or by posting to the league website) who should be contacted to approve emergency substitute goalies.

- 3.2. Head-to-head points earned in games played by the teams that are tied.
- 3.3. Goals for versus goals against based on head-to-head play of the teams that are tied.
- 3.4. Greater quotient of goals for versus goals against based on head-to-head play of the teams that are tied.
- 3.5. Goals for versus goals against based on all games played.
- 3.6. Greater quotient of goals for versus goals against in all games played.
- 3.7. Coin flip toss.

Section 10.2. Re-seeding Teams After Each Round

1. Teams will be re-seeded after each round with the highest seeded teams with the most points earned during the regular season play facing the lowest seeded teams with the least points earned during regular season play until the championship games. The highest seeded team will always be the home team for purposes of jersey color and bench. When there is a choice of rinks on the schedule for playoff scheduled games, Hockey Operations will attempt to schedule the home team at the closest scheduled rink/ice slot to their school.¹⁵
2. For divisions with a number of teams that does not allow for equal games and elimination throughout the playoffs, AHSOA will schedule the teams with the least number of points to participate in a play-off game(s) to determine which team(s) plays the highest seeded team(s) in the first round of play-offs.

Section 10.3. Team Rosters

1. Playoff game rosters for all teams will consist of a maximum of eighteen (18) skaters and two (2) goalies. If a player is serving a game misconduct, the player will count towards the maximum number of players on the game roster and teams will not be able to replace the roster spot with another player.
2. In order to qualify for playoffs, an individual player must have appeared in at least fifty percent (50%) of AHSOA games during the regular season and must be in good financial standing with the league. Goalies who have suited up for a game, but who did not play will receive credit for a game played because they were available to play. Players will not be credited for a game played while

¹⁵ Rink locations are determined based upon the available ice slots offered to, and purchased by, AHSOA during the season. As a result, there is no guarantee to any team in any location that home games will be played in the rink closest to their school.

they were serving game misconduct (GM), Match, and/or AHSHA administrative suspensions. Players who were injured and were unable to play will be credited with games played toward the fifty percent (50%) game minimum provided they can provide a physician's note detailing the injury and the dates that the player was unable to play. The physician's note must be provided to Hockey Operations at least 72 hours prior to the first playoff game.

Section 10.4. Roster Deadlines

The deadline for freezing the roster for the playoffs will be 72 hours prior to the first playoff game in each division or as established by Hockey Operations. Once the rosters are frozen, no changes will be allowed including injuries or illness. The roster will be pre-printed for each game and the official scorekeepers and referees will be notified that no changes except as described above will be permitted. Head coaches must submit Hockey Operations with the playoff roster.

Section 10.5. Injured or Suspended Players

Players that are injured or suspended that are anticipated to return during the playoffs must be included on the final playoff rosters to be eligible to play. Player suspensions because of game misconducts (GM), Match penalties, and/or AHSHA administrative suspensions during the regular season will carry over into the playoffs. Players will need to complete their suspensions prior to returning to the playoffs.

Section 10.6. No Call-ups/Call-downs Allowed for Playoff Games

1. Neither players nor goalies from any varsity team can be moved down to the school's lower varsity team or JV team for the playoffs. In the event a lower varsity team or JV team is missing all available goalies, Hockey Operations shall approve the replacement goalie.¹⁶ If Hockey Operations cannot be contacted after a good faith effort, the Rink Coordinator has the authority to decide and approve/disapprove emergency substitute goalies.¹⁷

2. As stated above regarding playoff rosters, once the playoff rosters have been frozen, no changes will be allowed including injuries or illness. As a result, there are no call-ups allowed during the playoffs. Playoff eligible players and goalies, however, may be listed on the playoff roster of a higher level/division team as follows:

¹⁶ Replacement and Emergency goalies shall not be placed so that they are playing against their own team or own school club teams.

¹⁷ AHSHA will provide contact information for Hockey Operations (by direction at the monthly manager meetings, by e-mail, or by posting to the league website) who should be contacted to approve emergency substitute goalies.

- 2.1. Playoff eligible JV players and goalies can be moved up to a Varsity A, B or C team as part of the playoff roster.
- 2.2. Playoff eligible Varsity B or C players and goalies can also be moved up to play on their higher-level school varsity team as part of the playoff roster.
- 2.3. Playoff eligible players and goalies that are placed on the playoff roster of a higher level team may still play for his/her original team throughout the playoffs.

Section 10.7. Playoff Game Rules

1. USA Hockey rules and guidelines will be used throughout the entire playoffs except as may be modified by these playoff game rules and policies.
2. Teams must have two (2) AHSOA approved coaches on the bench before the start of the game. Teams without two (2) coaches shall forfeit the game with a score of 1-0 recorded by the scorekeeper. Coaches will be listed on the official score sheet along with the final playoff roster. Emergency substitute coaches will need to be approved by the Hockey Operations prior to the start of the game. If Hockey Operations cannot be contacted after a good faith effort, the Rink Coordinator has the authority to decide and approve/disapprove emergency substitute coaches.¹⁸
3. If a team fails to have at least six (6) players at the end of the warm-up period, the team shall forfeit the game. The Rink Coordinator has the authority to decide when a team shall forfeit the game for failing to have at least six (6) players at the end of the warm-up period.
4. Any player and/or coach assessed a suspension for a game misconduct (GM) must serve that game suspension in the next scheduled game. Any player and/or coach assessed a Match penalty suspension must serve that suspension until the AHSOA Disciplinary Committee holds a hearing and determines the length of any suspension. If a suspended player and/or coach participates in a playoff game when the player and/or coach should be serving a suspension, the team will forfeit the game to the opposing team with a score of 1-0 recorded. It is the responsibility of the player and the coach to understand and verify what players and/or coaches are and are not eligible to play based on any GM, Match penalty, or AHSOA administrative suspension.

¹⁸ AHSOA will provide contact information for Hockey Operations (by direction at the monthly manager meetings, by e-mail, or by posting to the league website) who should be contacted to approve emergency substitute coaches.

Section 10.8. Playoff Game Format

1. Playoff games (other than championship games as discussed below) will start with a three (3) minute warm-up period before the start of the game and a one (1) minute break between periods. The warm-up will begin at the scheduled game time and the timekeeper will not extend or delay the warm up period to allow for late players.¹⁹ All playoff games (other than championship games as discussed below) will consist of one fifteen (15) minute running time period for the first period and two fifteen (15) minute stop-time periods for the second and third periods. There will one thirty (30) second time out per game allowed per team.
2. If there is a tie at the end of regulation play in a playoff game (not including semi-final and championship games), the teams will play a five (5) minute sudden victory stop-time overtime period. If the teams are still tied at the end of the overtime period, a shoot out will follow to decide the winner. Shoot out procedures shall be followed as discussed below.
3. In semi-final games, if there is a tie at the end of regulation play, teams will play a fifteen (15) minute stop-time sudden victory overtime period. If the teams are still tied at the end of the overtime period, a shoot out will follow to decide the winner. Shoot out procedures shall be followed as discussed below.
4. Except for the semi-final and championship games, all playoff games will have a 75-minute curfew. Playoff games (other than semi-final and championship games) will go to running time under the running time policies stated below. There are no curfews on semi-final or championship games, nor will games go to running time for goal differential in semi-final or championship games.

Section 10.9. Championship Game Format

1. This section applies to both the varsity and JV championship games, and lists the changes in playoff game format for the championship games. Unless described and modified herein, playoff game format will be followed.
2. Championship games will start with a five (5) minute warm-up period before the start of the game and a one (1) minute break between periods. The warm-up will begin at the scheduled game time and the timekeeper will not extend or delay the warm up period to allow for late players.²⁰ The game will consist of three (3) fifteen (15) minute stop-time periods. There will be an ice cut between the 2nd and 3rd periods if time permits and when allowed by the rink. There will one 30-second timeout per game allowed per team. There are no

¹⁹ The Rink Coordinator has the authority to decide and direct when games shall begin warm-up.

²⁰ The Rink Coordinator has the authority to decide and direct when games shall begin warm-up.

curfews on championship games, nor will games go to running time for goal differential in championship games.

3. If there is a tie at the end of regulation play in a championship game, the teams will play in a sudden victory overtime period of fifteen (15) stop-time minutes until the first team to score shall win the championship.

4. Should the score remain tied at the end of the first overtime period, an ice cut will occur and the teams will continue to play fifteen (15) stop-time minute overtime periods until a winner is declared. An ice cut will occur after every two consecutive periods.

Section 10.10. Running Time

Except for the semi-final and championship games, playoff games will go to running time at any time during the third period when either the time remaining on the clock equals the curfew time or any time during the third period when there is a seven (7) goal differential.²¹ As stated, the only games without curfew times are semi-final and championship playoff games. **Once running time begins, the teams will play the remainder of the game under running time, even if the conditions that caused the running time no longer exist.** Teams are not permitted to call their timeout during running time. The clock will be stopped for goals, penalties, or an unusual delay or injury and then restarted at the next drop of the puck.

Section 10.11. Running Time Clock Stoppages

Penalties during running time will remain the same duration according to USA Hockey rules. The clock will stop when a whistle blows only for a penalty, goal or an unusual delay or injury or timeout. The clock will resume when the puck is dropped and play continues. If a penalty expires during a stoppage, the penalized player must wait until the next drop of the puck to leave the penalty box. If coincidental or misconduct penalties expire during a stoppage, the penalized players must wait until the next stoppage of play to leave the penalty box.

Section 10.12. Shoot Out Procedures

1. Each team will select five (5) players who will alternate taking penalty shots. The team scoring the most goals in the five (5) person rotation shall win the game.²²

2. A toss of the coin will determine which team will take the first shot.

²¹ The Rink Coordinator has the authority to decide and direct when games shall go to running time.

²² Note that if a player is serving a penalty when overtime expires, that player is ineligible to participate in the shootout.

3. If after five (5) players from both teams have completed the procedure and the tie still has not been broken, the shoot out shall become a sudden victory shoot out, determined after each round of shoot out. Teams shall not repeat players until all eligible players have had an opportunity to participate in the shoot out.²³ Each round will include one (1) player from each team participating. The first team to out-score their opponent in a round shall be declared the game winner.

4. At any time during the shootout (whether in the five player shootout or sudden victory procedure) if any team needs to repeat players to continue the shoot out, the other team may then repeat as well.

Section 10.13. Disputes

1. Referee decisions shall be final on the assessment of penalties called in all playoff games. There will be no appeals or disputes considered regarding referee calls in playoff games.

2. If a situation occurs when a game is suspended because of an unusual delay (injury or rink equipment malfunction as examples), Hockey Operations will determine if the game is to be continued at a future date or if the game should be considered complete as played. This ruling will be final and no appeal will be allowed.

ARTICLE XI. DISCIPLINARY MATTERS

Section 11.1. Establishment of the Disciplinary Committee

1. The Board will appoint individuals to participate on a Disciplinary Committee (DC), which will investigate, monitor and record game misconducts (GM's), Match penalties and any inappropriate behavior.

2. The DC may consist of members of the Board, Executive Committee, league coaches, and/or team managers as approved by the Board. The DC will report to the Board and the Executive Committee.

3. The referee's decision and penalty assessments as posted to the score sheet shall be the official recap of the game.

4. The DC is authorized to investigate, render decisions, and/or to initiate, convene, and conduct disciplinary hearings regarding any incident, penalty,

²³ Players serving a penalty when overtime expires are ineligible to participate in the shootout.

and/or suspension to enforce, supplement, increase, or mitigate AHSHA policies, rules, discipline or sanctions, in addition to enforcing USA Hockey rules.

5. The DC may also hear appeals made by players and/or coaches regarding any incident, penalty, suspension, and/or sanctions imposed by AHSHA or these policies. Any and all appeals made by players and/or coaches to the DC shall be made in writing requesting an appeal to the Disciplinary Committee Chair. The request for an appeal shall state the reason for the appeal and the relief requested. Appeals are at the discretion of the DC. If an appeal is granted, the DC may review the incident, penalty, suspension, and/or sanctions to enforce, supplement, increase, or mitigate AHSHA rules and discipline, in addition to enforcing USA Hockey rules.²⁴ Note however that for playoff games, referee decisions shall be final on the assessment of penalties. There will be no appeals or disputes considered regarding referee calls during playoffs.

6. The DC will calculate and track the number of game misconduct (GM) and Match penalties and suspensions from the beginning of the season and track any GM's or Match penalties carried over from the previous season on the AHSHA official suspension list. The DC will also note a player's or coach's probation status on the AHSHA official suspension list for the balance of the season.

Section 11.2. Player and Coach Game Misconducts (GM) and Match Penalties

1. Any player or coach receiving a GM anytime during the season (including any and all games of the pre-season, regular season and/or playoffs) will be suspended from participation in their next game with that team (as discussed below).

2. In the event that a player or coach receives multiple GM's in one game during the season, the player or coach will be suspended from participation for one game with that team for each GM penalty received and will be placed on probation for the balance of the season.²⁵

3. Any player who receives a GM for fighting (Rule 613(a) and (e)), third man in (Rule 613(d)), or leaving the players' bench or penalty box during an altercation (Rule 625(a)), will be placed on probation for the balance of the season.

²⁴ The policy of the DC is to uphold the intent of the referee's penalty assessments. As a result, appeals made by players and/or coaches regarding referee's penalty assessments are at the discretion of the DC and will not be accepted unless, in the opinion of the DC, there is gross abuse of referee conduct/discretion.

²⁵ In the instances where a player receives a GM which also invokes an additional GM for having five (5) penalties in the game the DC will determine whether to invoke or waive any sanction or probation for multiple GM's.

4. Other than GM's assessed for fighting, third man in, or leaving the players' bench or penalty box during an altercation as discussed above, any player or coach receiving a GM in a second game anytime during the season will be suspended from participation in their next two (2) games with that team and placed on probation for the balance of the season.

5. When a player or coach is placed on probation, whether the result of multiple GM's in one game, fighting/third man in/leaving the players' bench or penalty box during an altercation, having received a GM in a second game, or as a result of a discipline carry over from a previous season, any GM received thereafter will cause the player or coach to be placed on suspension for the balance of the season pending a decision by the DC. A decision will be made by the DC whether to reinstate the player or coach, the conditions under which the player or coach may be reinstated, or whether to suspend the player or coach for the balance of the season. The DC may conduct a hearing before rendering a decision.

6. Any player suspended for the balance of the season for disciplinary reasons is not eligible for a refund.

7. Any player or coach who receives a Match Penalty will not be able to participate in any USA Hockey games or practices until a hearing has been held or 30 (thirty days) have passed. The player or coach must have a hearing before the DC within thirty (30) calendar days per USA Hockey guidelines.

8. Pursuant to USA Hockey rules, a player or coach incurring a GM "shall be suspended for his team's next game (the game already appearing on the schedule of that team at the time of the infraction . . .)" However, because AHSOA contains call-up and call-down policies, has players and coaches participating with the Thunder team(s), and has league teams participating in non-league games and tournaments, the DC will have the authority to review GM's and Match penalties received during AHSOA scheduled games, and in any tournament or non-league game in which a player or coach is representing an AHSOA high school or Thunder team, to determine what constitutes "his team's next game", what team the player or coach must serve the GM with, and/or what other conditions will be required with the suspension. The DC has the authority to make such determinations including that a suspended player or coach may not participate in his team's next game, any call-up or call-down game, or in any Thunder team game until the suspension(s) are served. Until the DC has made a determination regarding what constitutes "his team's next game" the player and/or coach shall not participate in any AHSOA or Thunder team game. Appeals may be requested and, if granted, will be heard by the DC.²⁶

²⁶ USA Hockey Rule 404(c) with an accompanying note states: "A player or Team Official incurring a game misconduct penalty shall be suspended for his team's next game (the game already appearing on the schedule of that team at the time of the infraction), except that when such penalty is imposed under Rule

9. If a suspended player plays in a game, or suspended coach coaches in a game, when the player or coach should be serving a game suspension (whether a GM, Match penalty, or AHSOA administrative suspension), the team will forfeit the game to the opposing team with a score of 1-0 recorded. It is the responsibility of all players and the coaches to understand and verify their eligibility to play or coach based on any suspension received. Any player or coach who violates this provision will be placed on suspension for the balance of the season pending a decision by the DC. A decision will be made by the DC to determine whether to reinstate the player or coach, the conditions under which the player or coach may be reinstated, or whether to suspend the player or coach for the balance of the season. A hearing may be conducted by the DC before rendering a decision.

10. Players or coaches who have been suspended for the balance of the season must appear before the DC to be considered for reinstatement to be eligible to play or coach in any new season. The DC will determine whether to invoke additional suspensions, conditions under which reinstatement will be allowed, or to deny reinstatement to the league for the new season.

11. Any player or coach suspended from the league for the season will be reported to the state affiliate Arizona Amateur Hockey Association (AAHA).

Section 11.3. Disciplinary Carry Over

1. Players and/or coaches who receive GM or Match penalties in their final game of the season (including either fall or summer season) will serve the suspension(s) commencing with the first regular season game (not pre-season games) in the next season registered with AHSOA.

2. Players or coaches who receive a GM or a Match penalty in their final game of the season that would have resulted in a suspension for the balance of the season, must appear before the DC to be considered for reinstatement to be eligible to play or coach in any new season. The DC will determine whether to invoke additional suspensions, conditions under which reinstatement will be allowed, probation, or to deny reinstatement to the league for the new season.

3. The DC will have the authority to review the GM's or Match penalties received by any player or coach in their final game of the season to determine whether to invoke additional suspensions, conditions under which participation in the next season will be allowed, probation, or to deny participation in the next season. An appeal may be requested and, if granted, will be heard by the DC.

403(b) (Second Major in Game) there shall be a minimum two-game suspension. (Note) In all cases where a game misconduct penalty is assessed, the incident shall be reported to the proper authorities who shall have full power to impose further suspensions.”

Section 11.4. Gross Misconduct

Any player or coach whose conduct immediately prior to, during, or immediately after any games or practices, is deemed detrimental to the policies of AHSHA, and/or the safety of AHSHA players, coaches or officials, may be brought before the DC, Executive Committee, or Board for possible action, including but not limited to any combination and/or order of the following: verbal or written warnings, sanctions, game suspensions, probation, other conditions under which participation in the season may be allowed, or expulsion from AHSHA. Further, at their discretion, the DC, Executive Committee, or Board may suspend the player or coach pending such hearing.

Section 11.5. Team Misconduct

1. Any team whose players incur a combined total of fifteen (15) individual GM's and/or Match penalties anytime during the season (as defined above, the season includes any and all games in the pre-season, regular season, and/or playoffs) will cause the team to be placed on suspension for the balance of the season pending a decision by the DC whether to reinstate the team, the conditions under which reinstatement may be allowed, or whether to suspend the team for the balance of the season. The DC may conduct a hearing before rendering its decision.

2. Any team whose players incur fifteen (15) penalties or more in a single game for five (5) games anytime during the season will cause the team to be placed on suspension for the balance of the season pending a decision by the DC whether to reinstate the team, the conditions under which reinstatement may be allowed, or whether to suspend the team for the balance of the season. The DC may conduct a hearing prior to rendering its decision.

3. For any team where the DC decision suspended the team for the balance of season, the team's manager and head coach must appear before the DC for a hearing to be considered for reinstatement to the league and be eligible to play or coach in any new season. The DC will determine whether to allow reinstatement to the league for the new season, conditions under which reinstatement will be allowed, or to deny reinstatement.

4. Any team suspended for the playoffs and/or season due to excessive GM's, Match penalties, and/or fifteen (15) penalty games is not eligible for a refund.

Section 11.6. Special Provision for Juniors and Seniors

1. Any senior high school player who incurs a GM or Match penalty in the final game of their season will be reported to the state affiliate Arizona Amateur Hockey Association (AAHA).

2. Any junior or senior high school player who incurs a GM or Match penalty in the final game of the season will be ineligible to participate in the Junior or Senior Showcase or the Chicago Showcase and may not be selected for the All-State Award. Appeals may be requested and, if granted, will be heard by the DC.

Section 11.7. Appeals from Disciplinary Committee Decisions

Appeals may be made from any decision of the DC. Appeals from decisions of the DC must be made in writing to the Board President. The request for an appeal shall state the reason for the appeal and the relief requested.

ARTICLE XII. FUNDRAISING

1. All fundraising activities, whether league-wide or team activities, must be in compliance with IRS 501(c)(3) regulations and have prior approval from the Board.
2. The AHSHA Treasurer must receive all supporting records and funds from AHSHA fundraisers within seven days of the event.
3. All teams must participate in league-sponsored fundraising opportunities to a level determined by the Board. Teams that do not participate are subject to disciplinary actions that can include suspension from games and playoffs.

ARTICLE XIII. SPONSORSHIPS

1. AHSHA will not accept sponsors that may cause negative consequences to AHSHA.
2. Product advertising in association with sponsorship and/or donations shall not promote acceptance and/or usage of any regulated or illegal substance. These substances include, but are not limited to, tobacco, alcohol, or performance enhancers/alterers.

ARTICLE XIV. FINANCIAL

1. AHSHA discourages bank accounts outside AHSHA for any team unless affiliated with a school club or booster club.
2. The AHSHA Treasurer may invest excess cash in financial instruments according to current policies. The Treasurer shall report all investment activity at the next regularly scheduled Board meeting.

3. The Treasurer may invest excess funds to maximize yields with low to medium risk. The timing of investments must correlate with cash flow projections.
4. The Treasurer may not invest in speculative ventures (e.g., common stock and other similar types of investments). AHSHA shall convert such investment property donated to the association within thirty (30) days, or as soon as practical.
5. AHSHA shall strive to accrue and maintain a responsible reserve of operating expenses.
6. AHSHA committee chairpersons shall present to the Treasurer projections for expenses and income if appropriate for the upcoming year. The Treasurer shall define the time line for submission of such proposals.
7. **Contracts**
 - 7.1. Only the President of AHSHA is empowered to sign contracts on behalf of AHSHA, whether a financial commitment is involved or not.
 - 7.2. The Treasurer will review all contracts for appropriate insurance coverage prior to signature.
 - 7.3. All contracts for ice arena rental should conform to the USA Hockey "Handbook of Insurance Benefits for Members Model Ice Arena Rental Agreement."

ARTICLE XV. ASSESSMENTS

1. The Board will determine AHSHA registration fees for each season.
2. All players are responsible for the payment of registration fees.
3. AHSHA registration fees cover organizational and overhead costs such as, but not limited to, ice rental, referees, off-ice officials, Rink Coordinators, security, uniforms and other administrative costs.
4. Players and coaches are responsible for registering with USA Hockey and paying all fees associated with USA Hockey registration. Players and coaches cannot take the ice for practices or games until proof of USA Hockey registration is provided to AHSHA.

ARTICLE XVI. COLLECTION OF ASSESSMENTS

1. The Board will determine payment schedules for assessments.
2. Accounts are delinquent five days following the due date. Players and/or responsible parties may request an alternative payment arrangement. Due dates for alternative payments are subject to all policies in this section.
3. All fees must be paid at time of registration or in accordance with any payment schedule approved by the Board or the player will be placed on administrative suspension and will not be permitted to participate in league events until all fees are paid.
4. The Treasurer may approve all alternative payment arrangements and fee schedules, in which case a player may continue to participate after acceptance of an alternate payment arrangement.
5. The Treasurer will notify Hockey Operations, who will notify the player, parents, manager, and coach of the team when a payment becomes delinquent.
6. The Board, Executive Committee, or Disciplinary Committee may suspend a coach, for a period not to exceed the remaining season, who knowingly allows a player who is on administrative suspension to participate in any league activities.
7. Only the Treasurer or his/her designee will collect funds.
8. Only the Treasurer or his/her designee will verify payment or alternative arrangements to the coaches. Only the Treasurer or his/her designee will notify the coach, either verbal or written, whether a player is eligible to participate.
9. The Treasurer may refer all accounts more than 60 days late with a delinquent amount greater than \$25.00, to a collection agency.
10. AHSOA will redeposit a check returned for insufficient funds one time. AHSOA will assess a \$25.00 charge if a bank returns a re-deposited check a second time. The member must pay the total amount due, including the \$25.00 service charge in cash, cashier's check, or credit card. AHSOA may require all future transactions on a cash only basis anytime a bank returns a second check for insufficient funds.
11. The Treasurer shall report any players with delinquent fees that are due to AHSOA to the AAHA Treasurer so that the player will not be allowed to register with any USA Hockey Arizona team until the delinquent fees are paid in full.

ARTICLE XVII. PLAYER REFUNDS

1. If a player withdraws from league participation, a refund may be requested and shall be calculated as stated below.
2. Once registering with AHSOA, should players desire to withdraw from league participation and request a refund, written notification must be provided to AHSOA Hockey Operations.
3. The amount refunded, based on the guidelines below, will be prorated based upon a calculation devised by the AHSOA Treasurer which shall consider factors, including but not limited to: the time in the season when the player withdraws from league participation; when team rosters must be frozen (thus eliminating any ability to fill the withdrawing player's roster position); and, league costs/expenses that cannot be reduced when a player withdraws from the league.
 - 3.1. The prorated calculation will apply if a player:
 - a. lacks sufficient skills to play safely at the lowest league level and is cut from the league by AHSOA,
 - b. requests a refund for moving out of state,
 - c. withdraws from league participation and requests a refund for suffering an injury, and/or
 - d. is cut from their high school team because there are insufficient openings (and there are no other teams available at the school such as other Varsity or JV teams to assign the player to)²⁷, AHSOA will endeavor to place the player on a different school's team in the same geographic area; however, a cut player may refuse to be placed on a different school's team,
 - 3.2. If a player withdraws from league participation and requests a refund for any other reason, a fee of \$100 will be withheld in addition to the prorated calculation.
4. Should a player withdraw from AHSOA for any reason, the refund calculation will be based on the date that AHSOA receives written notice of the withdrawal. **Thus, the date that AHSOA receives written notification of**

²⁷ This provision does not apply to any player withdrawing from league participation and requesting a refund because they did not make a desired team roster and were assigned to another team at their school.

withdrawal shall govern the prorated calculation (and not when a player stopped participating or was injured).

5. Refunds will not be issued for missed practices or games prior to written notification to AHSOA of the withdrawal, including but not limited to: missed practices or games due to injury, illness, or absence; missed practices or games due to USA Hockey, AHSOA, and/or team disciplinary actions; missed practices or games due to scheduling conflicts that may occur for players participating on a travel hockey team; and/or any other reason.
6. Pursuant to the Summer Season Policies section, refunds will not be granted for players registered for the summer season.
7. The Executive Committee or Board will review any appeals of the refund policy.

ARTICLE XVIII. ADMINISTRATIVE

Section 18.1. AHSOA Conduct

1. AHSOA will not tolerate abusive language, profane language, or profane gestures under any circumstance. All coaches, managers, players, parents, Board members, and any on and off-ice officials will direct their efforts and comments towards building a strong and well-respected league.
2. AHSOA will not permit physical or verbal abuse of anyone by coaches, managers, players, parents, Board members, and any on and off-ice officials at any time. Failure to comply with this policy will result in a disciplinary hearing and possible expulsion from AHSOA.
3. The coaching staff will take responsibility for the players once they enter the locker room prior to the game and until they leave the locker room after the game. Anyone not registered as either a coach or manager, may not enter the locker room, nor sit or stand in or around the bench area during a game or practice.
4. Parents or guardians will not discuss with coaches, rules' interpretations, or any other situation, in front of the players, or in a confrontational manner. Parents or guardians will respect the right of the coach to have a private meeting with his/her players in the dressing room before and after each game.
5. AHSOA will not tolerate acts of vandalism or abuse. Everyone should participate in preventing the occurrence of these activities.
6. AHSOA participants should always maintain a high level of sportsmanship.

7. AHSHA reserves the right to contract security for AHSHA events and charge that cost to the teams or players involved.
8. Players, parents, coaches or managers who violate any of the provisions of this section will be subject to disciplinary review by the AHSHA Disciplinary Committee.

Section 18.2. Sexual and Physical Abuse Policy

1. The intent of this policy is to reduce the risk of any person affiliated with AHSHA becoming the victim of sexual or physical abuse.
2. For the purposes of this policy, "AHSHA Person or AHSHA Persons" shall include the Board, coaches, team managers, volunteers, on and off-ice officials, AHSHA employees (whether or not they receive compensation for the performance of their duties), players, and such other persons as the Board may designate from time to time.
3. All AHSHA Persons are subject to the same sexual and physical abuse standard.
4. There shall be no sexual and/or physical abuse tolerated to or by any AHSHA Person involved in, or associated with, any activities organized and sponsored by AHSHA.
5. Sexual abuse occurs if an AHSHA Person touches or is touched to cause the sexual arousal or gratification of either person.
6. Physical abuse occurs if an AHSHA Person causes, threatens to cause, is the recipient of, or is threatened with, physical contact or a threat of immediate bodily harm or person injury. Physical abuse shall not include physical contact reasonably designed to coach, teach, or demonstrate a hockey skill or technique. Physical contact permitted includes, but is not limited to, shooting pucks at a goaltender, demonstrating checking and other hockey skills, communication with or directing participants during a game or practice, or touching the participant in a non-threatening or non-sexual manner.
7. It shall not be a defense to a complaint of sexual or physical abuse that an AHSHA Person consented, that his/her age was unknown or mistaken, or that the act did not take place at an AHSHA function.
8. The Board or Executive Committee will notify the appropriate governmental authorities of all sexual and/or physical abuse complaints.

9. The Board, Executive Committee, or Disciplinary Committee may, at its discretion, initiate administrative action against the individual complained of pursuant to the applicable sections of its by-laws, policies, rules and regulations, and may suspend or permanently ban said individual from AHSHA if the allegation is proven to be true.

10. The Board, Executive Committee, or Disciplinary Committee shall disqualify and prohibit anyone from AHSHA if any of the following items are true.

10.1. The person has been convicted of any crime of violence against individuals, (including crimes the record of which has been expunged and pleas of "no contest"), or any crime that indicates the person may pose a risk to the safety and well being of anyone under his/her direction and/or stewardship, including but not limited to the following.

- 10.1.1. Rape.
- 10.1.2. Assault with intent to commit rape.
- 10.1.3. Assault upon a child the age of fifteen years or younger.
- 10.1.4. Kidnapping.
- 10.1.5. Sexual assault.
- 10.1.6. Sexual abuse.
- 10.1.7. Molestation of a child.
- 10.1.8. Sexual conduct with a minor.
- 10.1.9. Public sexual indecency.
- 10.1.10. Child prostitution.
- 10.1.11. Pandering.
- 10.1.12. Furnishing obscene or harmful items to minors.
- 10.1.13. Distribution and trafficking of narcotics or other controlled substances.
- 10.1.14. Felony drug related convictions.
- 10.1.15. Violent crimes against a person, property, or animal.
- 10.1.16. Crimes involving the safety of children.
- 10.1.17. Intent to commit any of the above crimes.

10.2. It is determined that a person has been adjudged liable for civil penalties or damages involving sexual or physical abuse of anyone, is subject to any court order involving sexual abuse or physical abuse of anyone, including, but not limited to, domestic order of protection, has had his/her parental rights terminated for reasons involving sexual or physical abuse of children.

10.3. AHSHA comes into possession of verified information that a person has a history with another organization (volunteer, employment, etc.) of complaints of sexual or physical abuse of anyone, resigned,

was terminated or was asked to resign from a position, whether paid or unpaid, due to complaint(s) of sexual or physical abuse of anyone.

11. The Board may authorize and require that each AHSHA Person sign a statement indicating whether he/she has been convicted of a crime listed above, or is otherwise subject to disqualification under this policy.
12. Any AHSHA Person arrested, regardless of reason shall notify, or cause others to notify, Hockey Operations within 72 hours of their arrest.
13. All AHSHA Persons shall submit to a criminal background check involving the following procedures.
 - 13.1. Before AHSHA Persons take their respective positions, they shall be subject to a background check/screening process as determined by the Arizona Amateur Hockey Association (AAHA).
 - 13.2. Hockey Operations, or its designee(s), shall keep the results of the background check. Background checks can help decide the selection, retention and separation of AHSHA Persons, in accord with the guidelines set forth in these policies.
 - 13.3. All AHSHA Persons consent and release AHSHA and AAHA to run the criminal background check and release AAHA, AHSHA, Board, Executive Committee, Discipline Committee, coaches, managers, players, employees, and on and off-ice officials, persons participating in the selection, retention, and separation of coaches, or any other AHSHA Persons, and ice rinks and their employees, representatives and agents, from any suits, claims, proceedings or liability, arising out of the selection, retention, or separation of any AHSHA Persons, on the basis, in whole or in part, on the results of a criminal background check, and the use or misuse of such check.
 - 13.4. Hockey Operations, or its designee(s), shall maintain and keep the results of all background checks confidential. In no event shall anyone disseminate the results of a background check, orally or in writing, to any persons other than Hockey Operations, or its designee(s), the AHSHA President, or the Board. In its use and handling of the results of the criminal background checks, all AHSHA Persons and its agents shall comply with the provisions of A.R.S. § 41-1750, which concerns the dissemination of criminal history records information.
 - 13.5. AHSHA will follow the guidelines as established by AAHA regarding how often an AHSHA Person will need to undergo a background

check/screening. AAHA, AHSOA, Hockey Operations, or its designee(s), has the discretion of requiring another check if they receive information that running another check would be in the interests of AHSOA and the participants it serves.

13.6. AAHA or AHSOA shall pay the cost for background checks when performed according to procedures established by Hockey Operations.

13.7. Hockey Operations, or its designee(s), shall maintain the records of the background checks in a secure and confidential manner.

14. Any AHSOA Person, who does not consent to be subject to the application of this policy, shall not participate in any AHSOA activities.

ARTICLE XIX. ASSOCIATION REPRESENTATION

1. The Board may select a representative, or representatives, to serve as liaisons between AHSOA and any other organizations or individuals. The Board may also select individuals to serve on operating committees.

2. The Board shall appoint an Executive Committee consisting of the officers of the Board, i.e., President, Vice President, Treasurer, Secretary, plus one additional "at-large" Board member as elected by the Board. The Executive Committee shall be responsible for decisions regarding the operation of the league. The parameters of the authority of the Executive Committee do not include changing policies outlined in the AHSOA Policy and Procedure Manual or the By-laws. Such changes require Board approval.

3. The Executive Committee shall report any significant issues or issues that are of consequence to the league or its members to the Board.

4. The Board may appoint an individual to serve as the AHSOA League Administrator. The Board or its Executive Committee will determine the reimbursement due, and duties of, the League Administrator.

5. The Board may appoint an individual to serve as the AHSOA Director of Coaches and Player Development. The Board or its Executive Committee will determine the reimbursement due, and duties of, the AHSOA Director of Coaches and Player Development.

6. The Board and the Executive Committee may delegate hockey operations responsibilities to appointed Board officers, Board members or the League Administrator. This committee will constitute "Hockey Operations". The responsibilities of Hockey Operations include, but are not limited to, team

placement, player placement, scheduling and the day-to-day administration of hockey issues and games (as may be discussed in these policies).

7. No other AHSHA Persons such as coaches, team managers, players, or volunteers will identify themselves as representatives of AHSHA to any organizations or individuals, nor attempt to establish programs, solicit support or otherwise attempt to engage any organizations or individuals in the activities of AHSHA without prior written approval from the Board or Executive Committee.

ARTICLE XX. BOARD OPERATING POLICIES

1. The AHSHA Secretary will announce in advance the dates and times of all meetings.

2. Board members should expect meetings to start and end on time.

3. Board members will inform the President, before notice of the next Board meeting, of matters they wish to include on the agenda.

4. Whenever practical, the President or designee will mail or distribute written or electronic materials supporting action items the Board may consider, to Board members before the meeting. Board members will review these materials before the meeting.

5. Non-Board members wishing to be placed on the agenda must notify the President or designee in writing or electronically at least seven (7) days before the meeting. The request should include the subject, the amount of time required, and copies of any materials that Board members need to review.

6. A Board member shall personally notify the President or Vice President if they cannot attend a Board Meeting.

7. Each Board member has the responsibility of staying informed on the operations of the association. This requires, among other things, timely review of all communications, preparation for meetings, and attendance at all Board and applicable committee meetings.

8. Meetings of the Board are open to the public. The President or designee may close the meeting upon the vote of a majority of the Directors present and voting, to discuss personnel, confidential, disciplinary, or other sensitive matters.

9. Matters discussed in closed sessions of the Board shall remain within the confines of the boardroom.

10. Board members may express their conscience in a professional manner. Board members expressing their opinions will show courtesy to the volunteer efforts of the other Board members.
11. Board members will set the example in all areas of conduct affecting the association both within and outside the boardroom.
12. Board members may not vote by proxy. However, the voting Board members may approve procedures to allow non-voting Board members to substitute and vote for absent voting Board members at any Board meeting requiring a vote.
13. Board members must abstain from voting on all matters in which they have a direct interest in the outcome. The President or designee presiding at any meeting of the Board, shall rule on eligibility for voting on any issues involving the personal interests of a Board member, subject to being overruled by a majority of directors present and voting at such meeting.
14. All Board members shall adhere to the USA Hockey Conflict of Interest Statement. If approved by the Board, each member shall sign and return the Statement to the President at the first Board of Directors meeting following the election of the Board.
15. The President or designee presiding at any meeting of the Board shall vote on matters submitted to written vote, or on any other matter that may break a tie vote.
16. The Board will respect the operational decisions of committee chairpersons and officers. Their decisions are only subject to Board evaluation in the most serious situations.
17. The Board will act on all policy decisions and all decisions involving expenditure of funds not already approved in the budget. The Board may delegate these specific items to a committee of the Board.
18. Matters appropriate for action by the Board shall in all cases, unless time demands or other circumstances clearly dictate otherwise, first be referred for action to an appropriate committee for review, development, and referral to the Board.
19. The Board has a duty to leave for its successors, clear written policy on all areas of Board responsibility.
20. Board members will complete accepted assignments on a timely basis.

21. The President or designee of the standing committees of the association shall keep the President informed as to the progress, needs and concerns of their committees. The line of communication is committee member to committee chairperson to President.

22. Board members shall refrain from being critical of the Board, its members and staff, when communicating with other volunteers. Board members will keep any problems with the Board or its policies at the Board level and work to resolve them. Members should notify the President of any problems with other Board members, committee chairpersons, or employees.

23. The AHSHA Secretary will announce in advance the dates and times of all team managers' meetings. Whenever practical the coaches and managers' meetings will precede Board meetings. A team manager or designee from each team in the league must attend each coaches and managers' meeting.

ARTICLE XXI. SUMMER SEASON POLICIES

The goal of the summer program is to provide a fun, low-key, skill and team development program for high school aged players who will be entering 9th through 12th grade in the fall following the summer season. The emphasis will not be on winning. Playoffs will be held and a championship game played, although trophies will not be distributed. All regular AHSHA policies are in effect for the summer season with the following exceptions.

Section 21.1. Eligibility

1. Players for the summer season must be currently enrolled in grades 8 through 11 as of April 1st and attending an Arizona high school, middle school, junior high, charter school, or home school. Players must meet USA Hockey's current minimum specified age for first year Bantams and the maximum is one year over the specified age for Midgets.
2. Players who are registered with USA Hockey through AHSHA or another association during the preceding regular season do not have to register with USA Hockey again for the summer season. Players not registered with USA Hockey must register with and pay a registration fee for USA Hockey in addition to the AHSHA summer registration fee.
3. The Board will determine and set the summer season registration fees. There will be no refunds for the summer program. The registration deadlines for summer league will be determined by the Board and posted on the AHSHA website.

Section 21.2. Teams and Player Placement

1. All teams must have a minimum of fifteen (15) skaters and one (1) goaltender and up to a maximum of eighteen (18) skaters and two (2) goaltenders.
2. Players will be assigned to teams based on the high school that they will be attending in the fall season with the goal of having players attending the same high school playing on the same team. Players attending a school that does not have a team will be assigned to a team by Hockey Operations based on the following criteria:
 - 2.1. Players from the same school will be assigned to the same team whenever possible.
 - 2.2. Players will be assigned to a team in the same geographic area as the school they are attending on a space available basis. In the case of players attending a private school not located near their residence, such players will be assigned to a team in the same geographic area as their residence.
 - 2.3. Players will be assigned to teams based on skill level in the same geographic area. Goalies may be assigned to teams on a need and exception basis.
 - 2.4. Every consideration will be made to satisfy individual team placement requests that do not conflict with the above goals.
3. AHSHA will establish up to four (4) divisions and determine the placement of teams at the correct competition level. A panel of coaches will help place teams in their proper level with consideration given to team placement requests.
4. Players may only skate with one team for the entire summer season. There is no move-up/move-down provision for the summer season for players. Teams that are missing all their assigned goalies for a specific game may have a requested goalie play for them as long as that goalie is registered with AHSHA for the summer season. Notification by e-mail within 24 hours notice to thunderonice@thunderonice.com is required. Any exceptions are subject to approval by Hockey Operations. A goalie coordinator will be assigned for the summer season to assist in making sure all teams have goalies for a game.

Section 21.3. Coaches and Managers

1. Each summer team will consist of a head coach, assistant coaches, a team manager, and players. Coaches and managers from the fall season do not need to re-apply or re-certify if they will be participating in the same capacity during the summer season. The coaches and managers will need to indicate at

the end of the fall season that they will be participating in the summer program in the same position.

2. Coaches and managers who did not participate in the previous fall season or who wish to apply for a different position (i.e., assistant coach applying for head coach position) may apply to participate in the summer season by filling out an on-line application and completing the AHSHA background screening/check unless they already completed the background check for the prior season.

3. Coaches need to be certified at the Level 3 Intermediate level. Exceptions may be made for coaches with Level 1 Initiation or Level 2 Associate certification if taking certification classes with the intent of being certified by December of that year. Head coaches and team managers are subject to approval by the Board. Head coaches select assistant coaches for the team (who are subject to approval of the Executive Committee or Board).

Section 21.4. Uniforms

Each team will receive a set of one-color practice jerseys with the AHSHA logo printed on the jersey along with being numbered 1 through 20. The colors will be determined each spring and will try to mimic one of the high school team's colors. No personalization of name plates or school affiliation is permitted in the summer season. The registration fees cover the cost of the jerseys.

Section 21.5. Games

1. Regular summer season game format shall be the same as the regular season policies and format.

2. For playoff games, semi-final games, and championship games, playoff seeding and brackets and re-seeding teams after each round shall be the same as the regular season policies and format. Playoff game and championship game format (including curfew, running time, overtime period, and/or shoot out procedures) shall be as follows:

2.1. Playoff Game Format

2.1.1. Playoff games (other than championship games as discussed herein) will start with a three (3) minute warm-up period before the start of the game and a one (1) minute break between periods. The warm-up will begin at the scheduled game time and the timekeeper will not extend or delay the warm up period to allow for late players.²⁸ All playoff games will consist of one fifteen (15) minute running time period for the first period and two fifteen (15) minute

²⁸ The Rink Coordinator has the authority to decide and direct when games shall begin warm-up.

stop-time periods for the second and third periods. There will be one thirty (30) second time out per game allowed per team.

2.1.2. Except for the championship games, if there is a tie at the end of regulation play in a playoff game, a shoot out will follow. Shoot out procedures shall be followed as discussed below.

2.1.3. Except for the championship games, all playoff games will have a 75-minute curfew. Playoff games (other than championship games) will go to running time under the running time policies stated below.

2.2. Championship Game Format

2.2.1. Championship games will start with a five (5) minute warm-up period before the start of the game and a one (1) minute break between periods. The warm-up will begin at the scheduled game time and the timekeeper will not extend or delay the warm up period to allow for late players.²⁹ The game will consist of three (3) fifteen (15) minute stop-time periods. There will be an ice cut between the 2nd and 3rd periods if time permits and when allowed by the rink. There will be one 30-second timeout per game allowed per team. There are no curfews on championship games, nor will games go to running time for goal differential.

2.2.2. If there is a tie at the end of regulation play in a championship game, the teams will play in a sudden victory overtime period of 15 minutes until the first team to score shall win the championship.

2.2.3. Should the score remain tied at the end of the overtime period, the game shall be decided by a shootout (to follow the shootout policies discussed below).

2.3. Playoff Game Running Time

Except for the championship games, playoff games will go to running time when either the time remaining on the clock equals the curfew time or any time during the third period when there is a seven (7) goal differential.³⁰ As stated, the only games without curfew times are championship playoff games. **Once running time**

²⁹ The Rink Coordinator has the authority to decide and direct when games shall begin warm-up.

³⁰ The Rink Coordinator has the authority to decide and direct when games shall go to running time.

begins, the teams will play the remainder of the game under running time, even if the conditions that caused the running time no longer exist. Teams are not permitted to call their timeout during running time. The clock will be stopped for goals, penalties, or an unusual delay or injury and then restarted at the next drop of the puck.

2.4. Running Time Clock Stoppages

Penalties during running time will remain the same duration according to USA Hockey rules. The clock will stop when a whistle blows only for a penalty, goal or an unusual delay or injury or timeout. The clock will resume when the puck is dropped and play continues. If a penalty expires during a stoppage, the penalized player must wait until the next drop of the puck to leave the penalty box. If coincidental or misconduct penalties expire during a stoppage, the penalized players must wait until the next stoppage of play to leave the penalty box.

2.5. Shoot Out Procedures

2.5.1. Each team will select five (5) players who will alternate taking penalty shots. The team scoring the most goals in the five (5) person rotation shall win the game.³¹

2.5.2. A toss of the coin will determine which team will take the first shot.

2.5.3. If after five (5) players from both teams have completed the procedure and the tie still has not been broken, the shoot out shall become a sudden victory shoot out, determined after each round of shoot out. Teams shall not repeat players until all eligible players have had an opportunity to participate in the shoot out. Each round will include one (1) player from each team participating. The first team to out-score their opponent in a round shall be declared the game winner.

2.5.4. At any time during the shootout (whether in the five player shootout or sudden victory procedure) if any team needs to repeat players to continue the shoot out, the other team may then repeat as well.

³¹ Note that if a player is serving a penalty when time expires (whether at the end of regulation in playoff games other than the championship game, or at the end of overtime in the championship game), that player is ineligible to participate in the shootout.

2.6. Disputes

- 2.6.1. Referee decisions shall be final on the assessment of penalties called in all playoff games. There will be no appeals or disputes considered regarding referee calls in playoff games.
- 2.6.2. If a situation occurs when a game is suspended because of an unusual delay (injury or rink equipment malfunction as examples), Hockey Operations will determine if the game is to be continued at a future date or if the game should be considered complete as played. This ruling will be final and no appeal will be allowed.

Section 21.6. Disciplinary Matters

Summer will follow all regular season disciplinary procedures.

ARTICLE XXII. ARIZONA THUNDER TEAM

In addition to the opportunity to play on a school affiliated team, AHSHA has established the Arizona Thunder Team(s) (AZ Thunder) program to provide an opportunity for the advanced development of skilled high school players. High school players who are selected for an AZ Thunder team will have the opportunity to practice and play at an advanced, competitive level and still participate on their respective high school team. These players, as well as other AHSHA registered players, will have the opportunity to participate in tryouts for the Chicago Showcase.

Section 22.1. Player Eligibility

1. Player eligibility is defined as the following:
 - 1.1. All registered AHSHA players who are of Midget age (based on USA Hockey guidelines) are eligible to try out. If there are enough players trying out, the AZ Thunder program shall roster 2 (two) Midget level teams, one at the U18 (18 and under) level and one at the U16 (16 and under) level.
 - 1.2. Players are evaluated and selected by participating in open tryouts.
 - 1.3. Players must be in good standing (financially and disciplinary) with AHSHA.

- 1.4. Players will not be selected for an AZ Thunder team if they commit to play or are rostered on another travel team.
- 1.5. Players selected will be required to play at least 75% of their scheduled high school games.³²
2. Players selected to an AZ Thunder team will be required to demonstrate strong practice habits, good conduct on and off the ice, dedication and commitment to both their high school and AZ Thunder teams.
3. Players will need to meet the appropriate academic standards at their high school to be selected for and continue to participate on an AZ Thunder team.
4. Player vacancies will be communicated at the monthly manager's meeting.
5. Players and parents/guardians must sign a contract of acceptance and commit for the entire season, understanding that they are financially responsible upon selection to an AZ Thunder team.

Section 22.2. Season Structure

1. An AZ Thunder team will play in up to four (4) tournaments each season.
2. It is recommended that no more than two (2) tournaments will be out of state.
3. Additional games may be scheduled with local teams or with other high school varsity teams.
4. The AZ Thunder team players will also participate in the practice and game schedule with their varsity high school team.
5. It is AHSHA's intent that AZ Thunder team practices will not conflict with the varsity high school schedule.
6. Practices may be scheduled up to a maximum of twice per week.
7. Players will be required to attend all practices during the season except when excused in advance by the head coach.

Section 22.3. Player Expenses

³² AHSHA may review a player's attendance with their assigned high school team to determine eligibility to continue participation on an AZ Thunder team.

1. Players will be required to pay a tryout fee (as established by AHSHA each year) prior to tryouts.
2. Players selected will be required to pay a non-refundable startup fee (as established by AHSHA each year) that will be payable at the completion of tryouts.
3. Players will be responsible for the cost of tournaments/games, practice ice, travel, ground transportation and coach/manager travel expenses. The head coach can be paid (in an amount established by AHSHA each year) for providing coaching services to the team. Players will be billed in advance monthly for estimated costs forthcoming; a statement of actual costs will be provided as costs are incurred.
4. Players will be required to purchase game socks and jerseys which will be included in their startup fee.
5. Player expenses will be billed in advance and collected monthly by the team manager. Players and parents/guardians must sign a contract of acceptance and commit for the entire season, understanding that they are financially responsible upon selection to the team.
6. Players who have an outstanding balance with AHSHA will be placed on administrative suspension from all games and practices for both their school affiliated team and AZ Thunder team until the outstanding balance is paid in full.
7. Obtaining team financial sponsorship(s) may offset expenses.

Section 22.4. Team Structure

1. The team roster(s) will consist of no more than eighteen (18) skaters and two (2) goaltenders.
2. The head coach will have an Advanced Level 4 coaching certification and he/she will select a minimum of two (2) assistant coaches with, at a minimum, Intermediate Level 3 coaching certification.
3. It is recommended that an AZ Thunder team head coach not be a head coach of another AHSHA team during the same season.
4. Team trainer (optional).
5. The Board must approve the coaching staff, including all coaches and team manager.

Section 22.5. Roles and Responsibilities

1. Head Coach
 - 1.1. Select assistant coaching staff.
 - 1.2. Conduct tryouts and select the most advanced players.
 - 1.3. Conduct on-going season practices (off-ice and on-ice).
 - 1.4. Conduct parent/player meetings along with the team manager, to insure that team rules/guidelines and coaching philosophy are understood. Attend/coach all travel tournaments.
 - 1.5. Consistently administer player discipline.
 - 1.6. Develop and evaluate players during the season.
 - 1.7. Develop, communicate and teach team systems/tactics.
 - 1.8. Prepare players for participation in the Chicago Showcase open tryouts.
 - 1.9. Provide supervision of players during travel tournament trips to insure all team rules are being followed on and off the ice.
 - 1.10. All concerns and discipline issues shall be brought to and addressed by the head coach immediately, who shall be responsible to review and handle such matters as quickly as possible. In the event the head coach cannot handle such issues or coaching staff, the issue shall be brought before the AHSOA Disciplinary Committee.
 - 1.11. The head coach is responsible for insuring that any AZ Thunder player who receives a game misconduct suspension, will serve the suspension in the AZ Thunder team's next scheduled game at the time of the suspension.³³ Similarly, the head coach is responsible for insuring that any AZ Thunder player who has received a Match penalty suspension under USA Hockey guidelines/rules, will serve the suspension as assessed by the affiliation assessing the Match penalty suspension.
2. Assistant Coaches
 - 2.1. Assist in conducting tryouts.

³³ The AZ Thunder player will be allowed to participate with his/her school affiliated team in the interim.

- 2.2. Assist at all practices and tournaments.
 - 2.3. Function as the back up to the head coach.
 - 2.4. Assist in teaching team systems/tactics.
 - 2.5. Provide supervision of players during travel tournament trips to insure all team rules are being followed on and off the ice.
3. Team Manager
 - 3.1. Coordinate tryouts and insure that all players have completed their tryout registration forms/payments.
 - 3.2. Register the AZ Thunder team as a Tier II travel team.
 - 3.3. Order player socks and maintain team jerseys.
 - 3.4. Manage and administer team expenses and player bills. All player/team accounts will be established by the team manager and will be sent to the player. The team manager will insure that all monies are paid on time or the player will not be able to participate in team functions until the account is current.
 - 3.5. Register the team for tournaments and coordinate travel arrangements.
 - 3.6. The team manager is responsible for coordinating and communicating the AZ Thunder schedule to the players, parents, and coaches.
 - 3.7. Conduct parent meetings to communicate team activities and events.
 - 3.8. Provide supervision of players during travel tournament trips to insure all team rules are being followed on and off the ice. To insure supervision, the team manager shall stay at the hotel along with the team. The team manager shall conduct bed checks, maintain curfews, and insure the team has meals when the head coach is unavailable.
 - 3.9. Insure that the coaching staff is in compliance with code of conduct and are properly coaching/supervising players.
4. Players

- 4.1. Attend all practices and games on time.
- 4.2. Notify the head coach and team manager in advance regarding absences from practices/games.
- 4.3. Pay monthly team bills on time.
- 4.4. Comply with the USA Hockey Player Code of Conduct requirements. Comply with all team rules.
- 4.5. During out-of-state travel, players are expected to travel with the team, participate in all team activities, follow the daily schedule and adhere to rules outlined by the head coach and team manager including but not limited to curfews. There will be zero tolerance with respect to tobacco, alcohol, drugs, and/or leaving the hotel or team event without the direct permission of the head coach and team manager. Players who do not adhere to these rules will be sent home at their parent's expense.
- 4.6. If required by the team manager and/or coaching staff, all players shall sign a players' conduct letter/agreement prior to any team function that requires overnight or out-of-state travel.

ARTICLE XXIII. DISCLAIMER

If any contradictions exist between the AHSOA By-laws and this Policy and Procedures Manual, the AHSOA By-laws shall prevail. The Executive Committee or Board will interpret and determine the intent of any ambiguous, unclear, and/or conflicting language in this Policy and Procedures Manual.