



Hudson Valley High School Ice Hockey Association, Inc.
League Bylaws
Ratified August 9, 2017

Updated September 24th, 2019

1 NAME

- 1.1 The name of this organization shall be Hudson Valley High School Ice Hockey Association, Inc.

2 OFFICES

- 2.1 The principal office of the Association shall be:
c/o J Passikoff, CPA
21 Davis Avenue
Poughkeepsie, NY 12603

3 GEOGRAPHIC BOUNDARIES

- 3.1 Geographical boundaries of the HVHSIHA are Dutchess, Columbia, Ulster, Orange, Putnam, Westchester, Sullivan, neighboring counties in Upper New Jersey, Western Connecticut and Eastern Pennsylvania.
- 3.2 Exceptions will only be allowed by the board.

4 MISSION AND VALUES

- 4.1 The purpose and mission of the Association is to:
 - 4.1.1 Provide wholesome recreation and competition for high school aged student athletes in the region in which it operates
 - 4.1.2 Promote good sportsmanship among all participants, players, coaches and parents.
 - 4.1.3 To elevate the standards of players, coaches, games, contests, and athletics, to maintain a high level of physical and moral excellence, and to enlist the cooperation of all persons to that end.
 - 4.1.4 Promote sociability and friendship among its members.
 - 4.1.5 Raise funds by subscriptions or otherwise, for the promotions of the Purpose.
 - 4.1.6 To negotiate for the use of facilities for use by member organizations for games and other League sanctioned events.
 - 4.1.7 To do all such things as are incidental or conducive to the attainment of the above objectives.
- 4.2 In promoting our mission, we are guided by the following vision and values:
 - 4.2.1 Safe Environment. Protecting the health and safety of our players, volunteers, spectators and referees is an important consideration of HVHSIHA. We continually develop and improve our safety plans to promote and encourage safe behavior and to eliminate unsafe conditions.

- 4.2.2 Positive Coaching. We promote positive coaching and player encouragement which provide for greater enjoyment by the players, a more fulfilling coaching experience and which ultimately leads to better-skilled and more strongly-motivated athletes.
- 4.2.3 Good Sportsmanship. Our league is designed to instill good sportsmanship in every facet of youth hockey. We strive to create a positive environment based on mutual respect.

5 FISCAL YEAR

- 5.1 The fiscal year shall run from September 1st to August 31st of the following year.

6 DEFINITIONS

- 6.1 Whenever the initials “HVHSIHA” or “Association” are used in these Bylaws, they shall mean Hudson Valley High School Ice Hockey Association, Inc.
- 6.2 Whenever the term “NYSAHA” is used, it shall mean New York State Amateur Hockey Association
- 6.3 Whenever the term “USAH” is used, it shall mean USA Hockey.
- 6.4 Whenever the word “BOARD” is used, it shall mean the full body of elected officials and delegates from the Clubs.
- 6.5 Whenever the term “ELECTED OFFICIAL” is used, it shall mean one of the elected officials as defined in section 8.
- 6.6 Whenever the term “DELEGATE” or “PROXY” is used, it shall mean a representative from an organization/Club that has obtained membership in the HVHSIHA.
- 6.7 Whenever the term “CLUB” is used, it shall mean an organization fielding a team, JV or Varsity or both, within HVHSIHA designated counties in New York State.
- 6.8 Whenever the term “GENERAL MEMBER” is used, it shall mean any registered and rostered coaches, assistant coaches, managers, players, and all those affiliated with a Club of the HVHSIHA in an official capacity. General Members have no voting rights, no rights of attendance, and are subject to the HVHSIHA's rules and regulations as detailed in the bylaws and Rules.
- 6.9 Whenever the term “Developmental” is used, it shall mean the player’s classification under USA Hockey Pee Wee/Squirt
- 6.10 Whenever the initials “ITSC” are used in these Bylaws, they shall mean Ice Time Sports Complex.
- 6.11 Whenever the initials “MHCC” are used in these Bylaws, they shall mean Mid-Hudson Civic Center.
- 6.12 Whenever the initials “KSIA” are used in these Bylaws, they shall mean Kiwanis Saugerties Ice Arena

6.13 Whenever a masculine gender noun or pronoun is used, it shall include female. Singular terms where necessary shall include the plural

7 BOARD OF DIRECTORS

7.1 General Powers: The affairs of the Association shall be managed by a Board of Directors.

7.2 Number of Directors: The board members constituting the Board shall be, at a minimum, the President, a Secretary, and a Treasurer. Several Vice Presidents may be added to make an odd number of members, not to exceed seven.

7.3 Term, Nominations & Elections of board members

7.3.1 The board members shall be elected every two years or as needed to fill vacancies. Such officers shall hold office at the pleasure of the Board until their successors are elected.

7.3.2 Elections for board member shall be held once each year during the Annual Meeting.

7.3.3 The board members shall be elected by the Elected Officials and any Delegates from Clubs not represented by an Elected Official, with one vote per Club.

7.3.4 The Record Date will fall upon the date of the Annual Meeting. The Record Date is for the purpose of determining the Delegates entitled to notice or to vote at the HVHSIHA annual meeting or any adjournment thereof, or to express consent to or dissent from any proposal without a meeting, or for the purpose of determining the Delegates entitled to receive any distribution or any allotment of any rights, or for the purpose of any other action

7.3.5 Nominations shall be open no earlier than sixty (60) days before the announced date of the election. Nominations shall close at the time of voting.

7.3.6 Nominations for board members shall be received from the floor at all elections. Any general member in good standing is eligible to be nominated provided his name is placed in nomination by a general member of the Association.

7.3.7 The candidate receiving the highest number of votes shall be elected. Election shall be by secret ballot.

7.3.7.1 A simple majority of the Clubs representatives is sufficient to conduct an election

7.3.7.2 In the case of a tie, should one of the candidates not concede, final decision will be determined by the President

7.3.8 The announcement of those elected must be announced by the end of the Annual Meeting.

- 7.3.9 Attendance of fifty-one percent of the delegates shall constitute a quorum for voting for the Board Members.
- 7.4 Resignation: Any Board Member may resign at any time by giving written notice to the Board of Directors. The acceptance of such resignation shall not be necessary to make it effective.
- 7.5 Removal: Any Board Member may be removed, with or without cause, by the vote of a majority of the full Board. Removal of a Board Member shall be considered by the Board should a majority of the Delegates call for such consideration.
- 7.6 Any such resignation or removal shall take effect at the time specified in the notice of resignation or removal action, as the case may be.
- 7.7 Vacancy: A vacancy in the Board of Directors because of death, resignation, removal, disqualification or otherwise, may be filled by the Board for the unexpired portion of the term and requires approval by a majority of the Delegates.
- 7.8 Age Requirement: All Board Members shall be at least nineteen years of age.
- 7.9 Compensation: Board Members will serve without compensation.
- 7.10 Reimbursement: Board Members will receive reimbursements for reasonable expenses in performing their duty as an officer of the Association.

8 ROLES AND RESPONSIBILITIES OF THE BOARD OF DIRECTORS

8.1 President:

- 8.1.1 The President shall be the chief executive officer of the Association and shall have the responsibility for the general and official management of the affairs of the Association and shall see that all orders and resolution are carried into effect
- 8.1.2 He shall have the power to transact all of the usual, necessary and regular business of the Association as may be required by these bylaws and any others authorized by the Board,
- 8.1.3 He may execute and sign such contracts, deeds, bonds, and other evidence of indebtedness, leases, and other documents as shall be required by the Association.
- 8.1.4 He shall preside at all meetings of the League and Board.
- 8.1.5 He shall be responsible for maintaining and monitoring compliance to the rules and regulations of the HVHSIHA, USAH and the NYSAHA.
- 8.1.6 He shall maintain relations with NYSAHA and USAH through correspondence, attendance at all meetings, and participation in any pertinent Section activities.
- 8.1.7 He shall have the authority to take any action he deems necessary to act in the best interest of the HVHSIHA including but not limited to ordering the suspension of any player, coach or other person affiliated with any Club.

8.2 Corporate Secretary:

- 8.2.1 The Corporate Secretary shall record and preserve the minutes of the meetings of the Board
- 8.2.2 He shall keep proper books and records
- 8.2.3 He shall provide notices of all meetings to the Board.
- 8.2.4 The Secretary shall also have such other duties as may be assigned by the Board.

8.3 Treasurer:

- 8.3.1 The Treasurer shall have charge and custody of and be responsible for the safe-keeping of all funds of the Association.
- 8.3.2 He shall apply common accounting principles such that the Association's financial statements fairly present the Association's financial condition.
- 8.3.3 He shall prepare and periodically present comparative financial statements to the Board.
- 8.3.4 He shall prepare, with the President, an annual operating budget for approval by the Board at the annual meeting.
- 8.3.5 He shall sign all checks, drafts, notes and orders for the payment of monies duly authorized by the Board.
- 8.3.6 He shall be responsible for the reconciliation of activities and accounts.
- 8.3.7 He shall be prepared to exhibit his books and account to any Delegate, in a reasonable period of time, upon request.
- 8.3.8 He shall submit any periodic record received for the benefit of the account holder from any financial institution in which he conducts business on behalf of the Association with the Corporate Secretary.
- 8.3.9 Prior to the start of the fiscal year he will present the budget to the Delegates.
- 8.3.10 Thereafter, the Board must approve any expenditure in excess of 10% of the amount in a budget category or expenditure not covered by a category.
- 8.3.11 At the end of each fiscal year he shall have the books and accounts audited by the Board or by a Certified Public Accountant if so required by the Board.
- 8.3.12 He will provide an annual report setting forth the full financial conditions of the Association upon completion of the season and prior to the start of the next season.

- 8.4 Vice Presidents: The Vice Presidents shall be assigned by the President to take on the responsibilities of the Registrar, and to organize, administer and oversee referee relations, league games, discipline, tournament registration/compliance and insurance matters, and shall otherwise conduct Association's affairs subject to Board oversight and supervision.

- 8.4.1 A Vice President assigned as the Registrar will monitor rosters and eligibility of coaches and players to ensure that the league registration and enrollment are in compliance with USAH and NYSAHA requirements.

9 MEETINGS

- 9.1 Annual Meetings: The Annual Meeting of the Board of Directors shall be held annually in the spring at such place and such time as designated by the President. The Annual Meeting shall be held for the purpose of electing new board members and for planning the upcoming hockey season for transacting other business as may come before the Board. Newly elected officers shall participate in the meeting immediately upon their election.
- 9.2 Meetings: Regular meetings of the Board shall be held at least six (6) times a year, including the Annual Meeting. The time and place of the meetings shall be set by the President.
- 9.3 Attendance and participation at meetings of the Association is confined to the Board Members and Delegates/Proxies
- 9.4 Delegate consists of one person representing each HVHSIHA organization that has a team competing in the HVHSIHA. A designated Proxy can fill in for the Delegate when said Delegate is unavailable.
- 9.5 Meeting Notice: Notice of all meetings shall occur at least one week in advance of the meeting and may occur by email, mail, or fax.
- 9.6 Agenda: Information regarding the business to be transacted and the purpose of a regular or a special meeting shall be transmitted with the notice.
- 9.7 Special Meetings: Special Meetings of the Board may be called by the President or by three concurring Board members and requires at least three days' notification to each Board Member by email. No other business but that specified by the request may be transacted at such Special Meeting without the unanimous consent of all present at such meeting
- 9.8 Quorum: A majority of the Board Members must be present to constitute a quorum for the transaction of business at any meeting of the Board of Directors and shall be considered an act of the Association unless otherwise noted within these bylaws
- 9.9 Participation by Consent: Any action that may be taken by the Board may be taken without a meeting if all Board members consent in writing, setting forth the action so taken, and the consent are signed by all members of the Board.
- 9.10 Email Voting: Board members may vote by email on matters that arise in between meetings if the President calls for such vote by email.
- 9.10.1 The matter subject to vote shall be clearly articulated by the President to the full Board and Delegates.
- 9.10.2 The President shall direct that the Board Members to reply with their vote to the full Board group and Delegates.

- 9.10.3 If any Board Member or any three Delegates respectively feel the matter requires more detailed discussion, such Delegates or Board Member may reply to the email to that effect in which case the matter shall be tabled until the next opportunity for the Board to discuss the matter in person or by phone.
- 9.11 Unavailability or Incapacitation: In the event that the President is unavailable or incapacitated, an order of succession, defined by the President and approved by the board at the annual meeting will be created. (Frank this needs a number?)
- 9.12 All guests and/or speakers must be invited and approved by the Board at least 48 hours prior to the meeting.
- 9.13 The Corporate Secretary shall prepare a Membership Roll showing the list and email addresses of Board Members, Delegates and Proxies as of the Record Date. The Membership Roll shall be emailed to all Board Members, Delegates and Proxies prior to the May League meeting.
- 9.13.1 A request for an interim Proxy can be made and must be delivered to the President by email 24 hours prior to the effective date of the Proxy.
- 9.13.2 An Interim Proxy can remain valid for a period not to exceed eleven months or until the next Annual Meeting, whichever comes first, at which time the proxy will become void
- 9.14 The typical order of business at League Meetings shall be as follows:
1. Roll Call
 2. Reading of the Previous Month's Minutes
 3. Treasurer's Report
 4. Reports of Committees
 5. Reports of Officers
 6. Old/Unfinished Business
 7. New Business
 8. Adjournment
- 9.15 The minutes shall be completed and distributed within fourteen days of said meeting and be amended or approved at the following meeting.

10 COMMITTEES

- 10.1 General: Committees of the Association shall be shall be formed on an as needed. A Committee shall exercise such powers and carry out such functions or as delegated by the Board. The President shall appoint the chairperson and members of each Committee, subject to approval of the Board. Committee Chairmen may be either a Board member of the Association or a team Delegate. Other persons may also be appointed to serve on Committees. Examples of possible committees are as follows.
- Executive Committee
 - Finance Committee
 - League Scheduling Committee
 - Referees Relationship Committee

- Coaching Committee
- League Registration Committee
- Volunteer Coordination Committee
- Discipline/Compliance/Screening Committee
- Awards Committee
- Tournament Registration Committee
- Fundraising and Grants Committee
- Bylaws Review Committee

11 TEAM STATUS

11.1 Club Registration fees

11.1.1 Team registration fees shall be in such amount set by the Board of Directors. Anniversary date for the payment of membership registration fees is August.

11.2 New Club Acceptances:

11.2.1 A new Club is one that was not represented by a USAH Team Membership Application in the previous season.

11.2.2 A new Club must notify the HVHSIHA with an intention to form or re-form before the June league meeting.

11.2.3 The Board reserves the right to review a new Club's Organization Plan, consisting of, at a minimum: proposed district; a minimum of nine potential rostered skaters and one goalie; a list of coaches; financial standing and outlook; and the Club's Board of Directors/Officers.

11.2.4 Probationary acceptance will be voted on by the Board.

11.2.5 The Probationary period will be one year.

11.2.6 Probationary organizations will hold no voting rights.

11.2.7 The Board will vote on permanent acceptance of the Club at the next year's Annual Meeting.

11.3 The Board shall consider the creation of a new Club through re-districting if an existing Club has exceeded the optimum number of players, (35 total) for a period of two years, and is expected to achieve full rosters the following year.

11.4 The acceptance or creation of a New Club will only be considered if should its formation diminish an existing team's roster below 12 skaters and a goalie.

11.5 Any player affected by the redistricting due to a new Club that is currently rostered with an existing Club can choose to stay with the existing Club or transfer to the new Club providing all other provisions for maintaining existing club team minimums are satisfied. See 18.6.3 Grandfathering.

11.6 Removal of a Team or Organization:

11.6.1 A team or organization will be removed from the HVHSIHA by a two-thirds vote of the Board Members for violation of the League's Bylaws and Rules.

- 11.6.2 A team or organization will be removed for not reasonably addressing and correcting the subject of a Censure within 30 days.
- 11.6.3 The Board of Directors may terminate any club's membership for the reason of the club's failure to pay their league fees within ninety (90) days after same have become due.
- 11.6.4 Any team or organization removed from the League bears complete and total financial responsibility for the season.
- 11.7 Team or Organization Withdrawal:
 - 11.7.1 Teams and organizations may withdraw from the League by providing written notice to the President prior to the Annual Meeting.
 - 11.7.2 Teams and organizations that withdraw after the Annual Meeting bear complete and total financial responsibility for the season.
 - 11.7.3 Teams that forfeit three consecutive games during the regular season for any reason other than forfeiture for roster violations will be considered to have withdrawn from the League.
 - 11.7.4 A team may forfeit a game during the regular season for roster or coaching deficiencies if given 14 days' notice to the league President and approved by the board.
- 11.8 Team or Organization Censure:
 - 11.8.1 Teams, organizations and/or General Members may be censured by the Board for failure to meet the commitments and standards of membership to the HVHSIHA. Such commitments and standards may be related to finances, discipline, ethics or any other official actions of the Board or the Clubs.
 - 11.8.2 Censure requires a two-thirds vote of the Board
 - 11.8.3 Failure to correct the subject of Censure within 30 days will result in the removal from the HVHSIHA of the censured team, organization or General Member.

12 CONTRACTS AND LEGAL INSTRUMENTS

- 12.1 Contracts, Instruments, etc., How Executed: Except as otherwise restricted in these bylaws, the Board or Executive Committee may authorize any officer or officers, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances; and unless so authorized, no officer shall have any power or authority to bind the Association by any contract or instrument or to pledge its credit or to render it liable for any purpose or in any amount.
- 12.2 Loans: No loans shall be contracted on behalf of the Association and no negotiable paper shall be issued in its name unless and except as authorized by the Board or Executive Committee in accordance with the provisions of these Bylaws.

- 12.3 Deposits: All funds of the Association shall be deposited to the credit of the Association with such bank or banks as selected by the Board.

13 RESTRICTIONS

- 13.1 The Association is a non-profit corporation and as such no part of the net earnings of the Association shall inure to the benefit of, be distributed to, or revert to, any director, officer, contributor or other private individual having any personal or private interest in the activities of the Association, except that the Association may pay reasonable compensation for services rendered and make payments and distributions in furtherance of the non-profit purposes stated above.

14 GENERAL PROVISIONS

- 14.1 Directors and officers shall disclose all known conflicts of interest involving contracts and transactions between the Association and one or more of its Directors or officers, or between the Association and any other Association, partnership, association or organization in which one or more of its Directors or officers are directors or officers, or have a financial interest. In addition to disclosing any such conflict of interest, Directors and officers who have a direct or indirect conflict of interest in any contract or transaction with the Association shall abstain from participating in the approval of any such contract or transaction.

15 SURPLUS FUNDS

- 15.1 The Treasurer shall establish and maintain an Emergency Fund Reserve. The balance of the Reserve shall not exceed \$20,000.
- 15.2 Realized surplus of the designated operating funds of the current fiscal year will be allocated to the Emergency Fund Reserve until such time that the Reserve cap is realized.
- 15.3 Disbursements from this reserve shall be designated to cover emergency, unbudgeted expenses of the League or as a result of the unanticipated failure to realize budgeted revenues.
- 15.4 The Board shall authorize any disbursement from this reserve.
- 15.5 The balance of any surplus of the Emergency Fund Reserve exceeding the limit defined in section 15.1 will result in a retained team credit.
- 15.5.1 The retained credit will be applied to the first league payment for returning teams in the upcoming season.
- 15.5.2 Should a Club elect to withdraw from the league under this circumstance, the retained team credit shall be disbursed to the Club.
- 15.6 Should the League for any reason be dissolved all remaining League assets will be disbursed back to teams currently in the League. The League Treasurer will determine each team's share based on current contribution.

- 15.7 In the case the Members shall so require, any officer of the HVHSIHA shall execute to the HVHSIHA a bond in such sum and with such surety or sureties as the Members may direct, conditioned upon the faithful performance of his duties to the HVHSIHA and including responsibility for negligence and for the accounting for all property, funds or securities of the HVHSIHA which may come into his hands.

16 AMENDMENTS

- 16.1 The Bylaws may be amended from time to time by the Board of Directors.
- 16.2 Any proposed changes or amendments to the Bylaws must be presented to the Delegates no later than the Annual Meeting.
- 16.3 If any bylaw regulating an impending election of an Officer is adopted, amended or repealed by the Delegates, there shall be set forth in the notice for the next League Meeting for the election of such Officer the bylaws so adopted, amended or repealed, together with a concise description of the change made.
- 16.4 The adoption, amendment or repeal of these bylaws must be approved by a two-thirds vote of the Delegates.
- 16.5 The Bylaws shall be reviewed for appropriatenessevery year.

17 INDEMNIFICATION

- 17.1 General: To the fullest extent permitted by law, the Association shall defend, indemnify, and hold harmless each person who is or was a Director, officer, coach, employee, agent or volunteer of the Association (the "Indemnified Person"), including the heirs, executors, administrators, or estate of such person, against any liability, judgment, fine, amount paid in settlement, costs, and expenses, including reasonable attorneys' fees, incurred by such person in his or her capacity, or arising out of his or her status as an Indemnified Person. The defense and indemnification provided under this provision shall not be exclusive of any other rights to which she or he may be entitled under any other bylaws or agreement, vote of disinterested Directors, or otherwise, and shall not limit any right that the Association may have to make different or further indemnification with respect to the same or different person or classes of persons.
- 17.2 Limitations: No defense or indemnity pursuant to this Article shall be paid by the Association:
- 17.2.1 to the extent the Indemnified Person is defended or indemnified pursuant to any policy of Directors and Officers Liability Insurance purchased and maintained by the Association or otherwise;
- 17.2.2 on account of conduct that is finally adjudged to have been knowingly fraudulent, deliberately dishonest or willful misconduct; or
- 17.2.3 if it is determined by a court that such defense or indemnity is not lawful.

- 17.3 Defense of a Claim: As a condition of any indemnification under this Article, the Association shall be entitled to participate in the defense of such action, suit or proceeding at its own expense, and the Association, jointly with any other indemnifying parties, may elect to assume the defense. After notice from the Association to the indemnified party of its election to assume the defense, the Association shall not be liable to the indemnified party under this Article for any legal or other expenses subsequently incurred by the indemnified party in connection with the defense.
- 17.4 Settlements: The Association shall not be liable to indemnify any person under this Article for any amounts paid in settlement of any action or claim without its written consent, or for any amounts paid in excess of any proposed settlement with respect to which the indemnified party prevents settlement by unreasonably withholding her or his consent.
- 17.5 Repayment of Expenses: The payment by the Association of any expenses incurred in defending any action, suit or proceeding shall be made only upon agreement by the defended or indemnified party to repay such amount if it is later determined that she or he is not entitled to be indemnified by the Association.
- 17.6 Ethical Principles: The ethical principles relating to the conduct and actions of the General Members associated with the HVHSIHA and its Clubs shall be the responsibility of the Clubs to enforce and encourage. All violations will be dealt with in a manner prescribed by the Board. All Clubs and General Members associated with the HVHSIHA shall conduct themselves with honesty and sportsmanship at all times so that the sport of ice hockey, their teams, teammates, coaches and themselves as individuals shall represent the honor and dignity of fair play and the generally recognized high standard associated with wholesome competitive sports.
- 17.7 If there are any conflicts between provisions of the Certificate of Incorporation of the HVHSIHA and the Bylaws of the HVHSIHA, the provisions of Incorporation shall govern.

18 RULES AND REGULATIONS

- 18.1 Rule 1: N.Y.S.A.H.A., Inc. (NYSAHA)
- 18.1.1 The Hudson Valley High School Ice Hockey Association (HVHSIHA) will follow and abide by the NYSAHA rules and regulations.
- 18.1.2 The HVHSIHA will follow and abide by the Eastern Section rules for eligibility.
- 18.1.3 The HVHSIHA will abide by any additional rules as approved by the Board of the HVHSIHA. This shall include but not be limited to: Zero Tolerance, Sexual or Physical Abuse, Screening, Hazing and Consumption / Use / Abuse of Mood Altering Substances.

18.2 Rule 2: Team Structures

18.2.1 Junior Varsity (JV)

- 18.2.1.1 The HVHS league and its Clubs will strive to create Junior Varsity Teams that are developmental, and coached as equitably as possible toward the players and the other teams during competitions.
- 18.2.1.2 A goal of the JV program is to encourage participation with as many families as possible, and to encourage team spirit while maintaining the competitive but friendly nature of the High School League.
- 18.2.1.3 The Main purpose of the JV team is to give the players experience with team strategy in order to be competitive at the Varsity level. Ice time is still earned through effort and will to win, and is determined by the coaching staff.
- 18.2.1.4 JV teams are classified under USA Hockey as 17U/14U, intended for players at a minimum 8th grade level, unless approved by the board.
- 18.2.1.5 The optimum number of skaters for a JV team is 12 to 15, plus one or two goalies.
- 18.2.1.6 Junior Varsity Teams are intended for 8th and 9th, and 10th grade players.
- 18.2.1.7 A Club's request for 12th grade players to play on JV will be addressed by a special review board established by the Board. Skill Level and physical size will be taken into consideration

18.2.2 Varsity

- 18.2.2.1 It is the challenge of the Varsity teams to be as competitive as possible, play to win, and should be coached toward that goal.
- 18.2.2.2 At the Varsity level, a player's ice time is earned through effort and ability, and one's contribution toward helping the team win the game. The amount of ice time a player receives is completely determined by the coaching staff.
- 18.2.2.3 Varsity teams are intended for 9th through 12th grade players.
- 18.2.2.4 Varsity team size can range from 10 to 18 skaters plus one or two goalies.
- 18.2.2.5 Specially designated JV players ("Swing players") may be used to augment the Varsity roster in order to meet the minimum player criteria of 15 players in the event of Varsity player shortage.

18.3 Rule 3: Team Districts

- 18.3.1 The Board will review and revise Districting as required. If so desired, the Board may form a committee for the purpose of review and recommendations. All requests must be received by the Annual Meeting.

18.4 Rule 4: Registration

- 18.4.1 Confirmation of Registration with barcoded USA Hockey printouts must be received by the team prior to allowing a player to take the ice. The form must be submitted to the President or Registrar for every player that on the roster, either JV or Varsity, of a Club within the HVHSIHA.
- 18.4.2 Failure to comply will result in the forfeiture of any games while in violation and a disciplinary hearing.

18.5 Rule 5: Team Rosters

- 18.5.1 All team rosters must be submitted to the President and Registrar by October 1. The Registrar will verify eligibility of each player and distribute the rosters to all Club Delegates by October 15. Club delegates will have a week to review the rosters and request the Board review the eligibility of any player and resolve the issue as it sees best within an additional 7 day period.
- 18.5.2 Team Rosters will be comprised of Name, Birth Year, school grade, Natural School District as defined where resident school taxes are paid, and USA Hockey Registration Number.
- 18.5.3 Only players appearing on the official League Rosters will be allowed to play in League games.
- 18.5.4 Once a player is rostered, changes in address or school district during the season will not facilitate a change of teams.
- 18.5.5 Team Rosters may be updated on a weekly basis by adding or deleting players through December 15.
- 18.5.6 Team Rosters are not official until the Registrar has received USA Hockey Registration Verification.
- 18.5.7 Players who attend a Private or Parochial School that does not offer a hockey program, or who do not participate in their school's hockey program will be allowed to play for the team in their Natural school district. If the player's Natural school district does not have a team in the HVHS league, they must petition the Board to be placed on a composite team.
- 18.5.8 Players who attend and play for a Private or Parochial School may also play for their natural HVHSIHA team until they have played 4 games with their enrolled school. Per NYSIHA regulations.
- 18.5.9 Players from outside the HVHSIHA districts must petition the Board to be placed on a composite team. Teams with the fewest players rostered will be given priority when placing new players.

18.6 Rule 6: Pools

18.6.1 Skater Pool

- 18.6.1.1 Players that have been released from a team for other than a disciplinary action or failure to pay may petition the HVHSIHA in writing to be placed in a Skater Pool. These players will be afforded first priority for placement.

- 18.6.1.2 A waiver/release from the team must be provided to the HVHSIHA Board.
- 18.6.1.3 A waiver/release is valid for only a single season.
- 18.6.1.4 Players from school districts not identified in the HVHSIHA's Team Districts (Rule 3) may petition the HVHSIHA in writing to be placed in a Skater Pool.
- 18.6.1.5 Available skaters will be placed on a list identifying their names, team of release, town of residence and priority level. This list will be maintained and controlled by the Board.
- 18.6.1.6 Teams with a roster of less than 13 may request access to the pool through the Board.
- 18.6.1.7 Player assignment:
 - 18.6.1.7.1 Teams with the fewest number of players will select first. The selection order for teams having an equal number of fewest players; will be based on the previous season's standings, if they are still equal they will draw cards, with the highest card selecting first. A similar process will determine selection priority at all subsequent levels, if required.
 - 18.6.1.7.2 Assignments from the Board will be received at the October and November League Meetings.

18.6.2 Goalie Pool

- 18.6.2.1 Any team with an excess of goalies or a goalie who meets the criteria of 18.5 may submit their name(s) to the Board. This must be done prior to the October League Meeting.
- 18.6.2.2 A team that does not have a viable goalie or backup may petition the Board to roster a goalie from the pool.
- 18.6.2.3 The Board will prioritize assignment based upon the following:
 - 18.6.2.3.1 Excess goalies, and goalies attending private school that have requested admittance into the pool, will be place on a list and granted priority.
 - 18.6.2.3.2 Goalies attending a school not defined in Rule 3 that has requested admittance into the pool will be secondary.
 - 18.6.2.3.3 Pool goalies will be listed by name, team of release, school district, town of residence and priority level. Teams without a goalie will be afforded first pick. If multiple teams exist with no goalie, then the selection process will be the same as in Rule
 - 18.6.2.3.4 similar process will determine selection priority at all subsequent levels, if required.
- 18.6.2.4 Assigned goalies at the Varsity level may not play any other position other than goalie during HVHSIHA regular season or playoff games.

18.6.3 Grandfathering:

- 18.6.3.1 Players can be grandfathered if they registered and played for an existing team before a team representing their Natural school district was declared or established.
- 18.6.3.2 Players can be grandfathered on a team if their older siblings are also part of the team.
- 18.6.3.3 Players who skilled out of a JV Team and who's club does not have a Varsity Team will be given a two-year waiver to play for an existing Club's Varsity team with the understanding that he or she is expected to return and play for their Natural district team, provided their natural club is able to field the remaining number of players to create a Varsity team.

18.7 Rule 7: Player Eligibility

- 18.7.1 Eligibility determinations will be based upon all prevailing rules, regulations, policies and procedures of USA Hockey, NYSAHA, and the HVHSIHA.
- 18.7.2 A player must participate in a minimum of 50% of their team's scheduled HVHSIHA games to qualify for playoff games. This rule may be waived by the President due to medical reasons, physical injury, or academic ineligibility if such cause was duly noted to the HVHSIHA President or Registrar and recorded.
- 18.7.3 The process to document any medical reasons, physical injury, or academic ineligibility will be as follows:
 - 18.7.3.1 The team must immediately notify the HVHSIHA President or Registrar that the player in question is unavailable to play as a result of any of the reasons listed above.
 - 18.7.3.2 Notification will take the form of an email, with the required Word document attached and properly completed. A confirmation of receipt of email must be made back to the sender.
 - 18.7.3.3 A physical copy of the document will supplement this email, with all appropriate signatures in place, at the first League meeting following the submission of the notification
- 18.7.4 A player may not participate in a HVHSIHA game until notification of inability to play is withdrawn in writing via an email to the President or Registrar. In the case of an injury, a doctor's note will be required.
 - 18.7.4.1 In case of injury where a player is placed under a physician's care, that player may not return to practice or play until a doctor's release, authorizing a return to hockey, is provided the organization. In addition, the HVHSIHA endorses and supports the discretion of the coach in allowing the player to return to the ice even after the issuance of a doctor's release. The physician's document is to be kept by the respective organization.

18.7.4.2 An organization that has submitted an Inability to Play Notification form with the President or Registrar will have to notify the President or Registrar prior to the players return to the ice.

18.8 Rule 8: Discipline

18.8.1 All grievances must be submitted in writing to the President. If he determines that the grievance has merit, the grievance will be subject to the disciplinary process.

18.8.2 Any Officer, Member or Committee Member who has a "direct conflict" of interest on a disciplinary issue to be discussed or resolved by any function of the Board must recuse himself from the voting process of such issue. A "direct conflict" is defined as any issue directly involving an Officer, Member, Committee Member or any relation to that individual.

18.8.3 League Hearings:

18.8.3.1 Fact finding will take the form of interviews, statements and possibly a hearing. The 1st Vice-President or any individual he so designates, will interview or solicit statement from all parties and witnesses.

18.8.3.2 Disciplinary hearings for matters other than Game/Match Penalties shall be conducted within ten days of notification of the alleged infraction. Seven days' notice of the hearing will be provided to all parties, unless the seven days' notice is otherwise waived by consensus.

18.8.3.3 The Committee shall render its decision of any necessary disciplinary action in writing within ten days of the hearing. They may recommend an increase, but not a decrease in actions as required by USA Hockey. Such decisions and findings will be distributed in writing to all affected parties within ten days of the hearing. A copy of all decisions and findings will be forwarded to the East Section President.

18.8.3.4 Suspensions, decisions and findings are limited and applicable to the HVHSIHA. If the Committee feels that the infraction should be extended to all USAH activities, teams, and events a request for Extension must be included in the Findings and submitted to the East Section President.

18.8.4 Appeal: Impacted parties have the right to appeal the decisions and finding of the Committee.

18.8.4.1 A statement of appeal may be submitted to the East Section President ten days from receipt of the Findings of the League. If the East Section President deems that an appeal shows cause, an appeal hearing will be held.

18.8.4.2 The statement of appeal is a written statement of why the suspensions, decisions or findings should be overruled or reversed.

18.8.4.3 Only the evidence and theories explicitly presented to the Discipline Committee for its consideration prior to the rendering of any decision by that Committee shall be presented or considered in appeal.

18.8.4.4 Any suspension, decision or finding shall be in force and in effect until it expires or the appeal authority modifies it.

18.8.4.5 Specific guidelines as dictated by the NYSAHA and USAH for appeal will accompany all written Findings generated by the Discipline Committee.

18.9 Rule 9: Infractions

18.9.1 Fighting Majors/Game Misconducts 615(a)

18.9.1.1 First Offense: 1 game suspension (per USA Hockey) to be served during the player's next HVHSIHA league game.

18.9.1.2 Second Offense: 3 game suspension (per USA Hockey) to be served during the player's next 3 consecutive HVHSIHA league games.

18.9.1.3 Third Offense: Player is suspended until a hearing is conducted by the proper authorities (USA Hockey Affiliate) – see Hearings.

18.9.2 Leaving the Bench Major/Game Misconduct

18.9.2.1 Any player that leaves the bench to participate in an altercation will receive a 1 game suspension (per USA hockey) to be served during the player's next HVHSIHA game.

18.9.2.2 The altercation must be written-up by the on-ice or off-ice official(s).

18.9.3 Aggressive Majors/Game Misconducts (411 Penalties)

18.9.3.1 First Offense: 1 game suspension (per USA Hockey) to be served during the player's next HVHSIHA league game.

18.9.3.2 Second Offense: A second 1 game suspension (per USA Hockey) to be served during the player's next HVHSIHA league game.

18.9.3.3 Third Offense: 3 game suspension (per USA Hockey) to be served during the player's next 3 consecutive HVHSIHA league games.

18.9.3.4 Fourth Offense: 5 game suspension (per USA Hockey) to be served during the player's next 5 consecutive HVHSIHA league games.

18.9.3.5 Fifth Offense: suspended until a hearing is conducted by the proper authorities (USA Hockey Affiliate) – See Hearings.

18.9.4 Other Majors/Game Misconducts

18.9.4.1 Each Offense: 1 game suspension (per USA Hockey) to be served during the player's next HVHSIHA league game.

18.9.5 Game Misconducts at End of Game

18.9.5.1 Any player issued a Game Misconduct after a game has ended (zero time on the clock) will receive a minimum additional 1 game suspension in addition to any USA Hockey penalty imposed by the referee.

18.9.6 Match Penalties

- 18.9.6.1 When a Match Penalty is assessed to a player or coach, the offender shall be suspended until a hearing is conducted by the proper authorities (USA Hockey Affiliate) – see Hearings.
- 18.9.6.2 The coach or team official of such team shall report a Match Penalty to the League President and the Section President within 48 hours. Failure to do so MAY result in IMMEDIATE suspension of the coach upon the Section President becoming aware of the situation.

18.9.7 NYSAHA/USA Hockey Hearings

- 18.9.7.1 A mandatory hearing shall be held by the proper authorities and a decision made relative to any further disciplinary action within thirty (30) days of the incident. The offender shall be suspended from participating, playing, coaching, officiating (on or off ice) in any USA Hockey event until the case has been dealt with by the proper authorities. If extenuating circumstances prevent the proper authorities from conducting the mandatory hearing, the offender shall automatically be reinstated after thirty (30) days.
- 18.9.7.2 If an association/league conducts its own internal hearing, the Association/League President or designee must notify the Section President, in writing, of the results of said hearing within seventy-two (72) hours.

18.9.8 Exiting the Playing Area

- 18.9.8.1 If a player/coach is removed from a game for a Match Penalty or Game Misconduct, he is to be escorted to the locker room by the Game Governor or a team representative from that team. He must either stay in the locker room until the game is completed or exit the rink immediately upon leaving the locker room. He may not enter the playing area or spectator area. Any violation of this rule is subject to a disciplinary hearing.

18.9.9 Other Infractions

- 18.9.10 Any roster violations in relation to Rules 18.4, 18.5 or 18.7 will result in a forfeiture of the game. The following penalty will be assessed to the Head Coach recorded on the scoresheet for that game:
 - 18.9.10.1 First Offense: 1 game suspension.
 - 18.9.10.2 Second Offense: 3 game suspension.
 - 18.9.10.3 Third Offense: Suspension for the balance of the season, inclusive of playoffs.

18.9.11 Physical Damage

- 18.9.11.1 Any league member, player, coach or spectator who causes deliberate damage to the Rink, Personal Property or Locker Room area, or involves themselves in incidents in these same areas are subject to Disciplinary action by the league.

18.9.12 Parents and Spectators

- 18.9.12.1 Any parent or spectator that enters the ice surface will be removed from the building, unless invited on the ice by an official to tend to an injured player. Police assistance will be requested if necessary.
- 18.9.12.2 Any parent or spectator that violates the USA Hockey Parent and Spectator "Zero Tolerance" policy will be summarily suspended from the privilege of attendance at HVHSIHA games and events until such time as the Board can schedule a hearing to review the violation. The hearing will be scheduled in accordance with USA Hockey Due Process and NYSAHA rules.
- 18.9.12.3 Team officers and representatives will uphold and enforce all disciplinary actions issued by HVHSIHA to their parents and/or spectators. Failure to comply will result in delay of game start and forfeiture if not resolved within 5 minutes of scheduled game start.

18.10 Rule 10: Supplemental

- 18.10.1 In addition to any suspensions imposed under these rules, or any rules set forth by USA Hockey or NYSAHA, the Commissioner and/or Disciplinary Committee may at their discretion, investigate any incident that occurs in connection with any game and may assess additional suspensions for any offense committed before, during or after the game by a player, team official or spectator, whether or not such offense has been penalized by the Referee.

18.11 Rule 11: Serving Game Suspensions

- 18.11.1 Game suspension penalties assessed on a HVHSIHA team must be served during the next HVHSIHA scheduled game, as indicated on the official schedule released by the League, played by that team.
- 18.11.2 A player may not play for the HVHSIHA team in any capacity until the suspension is satisfied.
- 18.11.3 A player serving a suspension is not required to attend the game(s) played by their team for which he is serving his suspension. If he chooses to do so he must do so as a spectator, and only under the direct supervision of an adult. The player may not serve the suspension on or near the bench.
- 18.11.4 The score sheet for the game, where a player is serving a suspension, must reflect the name of the player serving the game suspension written prominently and legibly.

18.12 Rule 12: Failure of a Team to Show

- 18.12.1 Any team failing to show for a scheduled HVHSIHA schedule game will forfeit the game. In addition, the team failing to show will be assessed the full cost of ice, referees, timekeepers, and security.

18.13 Rule 13: Team Colors

18.13.1 Players must be dressed uniformly (even if they have different Sponsors, as long as the logo, etc. is located at the same spot and does not affect the color scheme of the jersey) and each jersey must have a number on the back.

18.13.2 Teams must present their request for new jersey colors prior to the season's start to the Board of the HVHSIHA. The request must be approved by a majority vote of the Board. If two teams request the same or similar jersey colors, the team making the earliest approved request will have the right to wear the color in question.

18.14 Rule 14: Coaching

18.14.1 All coaches must meet USA Hockey certified level requirements.

18.14.2 Any coach that has management or other responsibilities with an ice rink and is considered on-duty or on-call for duty by the rink while HVHSIHA league games are being played may not coach or serve in any other team capacity at the same time.

18.14.3 Coaches must perform and behave in accordance with the USAH Coaching Code of Ethics.

18.15 Rule 15: Game Governors

18.15.1 Each team must designate a Game Governor(s) for each and every game. The Game Governor shall have responsibility for safety, game conditions and spectator control.

18.15.2 Prior to the start of the game, the Game Governor shall identify themselves to the visiting team's Coach or Manager, the opposing Game Governor and On-Ice Officials.

18.15.3 The Game Governor shall have their name printed on the score sheet. Each team will assure that a Game Governor is present for all games.

18.15.4 During the game, the Game Governor shall be accessible to the Game Officials in case of a problem or question.

18.15.5 In the event that any spectator(s) become unruly, the Game Governor shall warn the spectator(s) involved to discontinue the behavior and/or inform security.

18.15.6 Any spectator or parent removed will be subject to Rule 18.10

18.15.7 Failure to comply with the practices outlined will result in a disciplinary hearing for the organization.

18.16 Rule 16: Regular Season and Playoff Formats & Tie-Breakers

18.16.1 The playoff format will be reviewed and revised if necessary by the Board prior to the start of the season. The goal for each Regular Season will be to construct a balanced, round robin schedule that sees every team play every other team in their league an equal number of times. The goal for each season's Playoff Format will be to involve all teams with a minimum

of two post-season games, if possible. This may include play-in games and/or consolation games. If the Board so desires, it may establish a committee to review and recommend action to the Board.

18.16.2 The League Format and Tie Breakers document will be used to determine regular season standings and position seeding for league playoffs and state tournaments.

18.17 Rule 17: HVHSIHA State Tournament Representative(s)

18.17.1 The HVHSIHA Representative(s) will be chosen based on most points during the regular season in their State classification.

18.17.2 All teams will be placed in order based on their point totals.

18.17.3 If there is a tie in any of the categories, then refer to League Format and Tie Breakers document.