

Rose Tree Media Ice Hockey Club

Est. 2/19/97



**By-laws, Rules
and
Regulations**

April 2017

ARTICLE I - NAME

The name of the Association shall be the "Rose Tree Media Ice Hockey Club"

ARTICLE II - LOCATION

The location of the principal office of this Association shall be the address of the school.
134 Barren Road. Media, PA 19063

ARTICLE III - PURPOSE

1. The purpose of the Association is:
 - A. To provide the opportunity for students in the Rose Tree Media School District to play competitive youth ice hockey.
 - B. To provide for the wholesome development of individual skill and character, as well as teamwork and good sportsmanship among participants.
 - C. To enhance the reputation and public image of the Rose Tree Media School District.

ARTICLE IV-OFFICERS

1. The officers of the Association shall be:
 - A. President
 - B. Vice President - High School Programs
 - C. Vice President - Middle School Programs
 - D. Vice-President - Elementary Programs
 - E. Treasurer/Registrar
 - F. Secretary
2. Board of Directors
 - A. All officers of the Association shall be automatically members of the Board of Directors.
 - B. If appointed, the members-at-large of the Board of Directors shall consist of the Fund-Raising Chairman and the Coaches' Representative. The members of the coaching staff shall select the Coaches' representative.

- C. In the event that an officer position becomes vacant during the year, the President shall have the power to appoint a replacement.
- D. The only position on the Board of Directors, which a coach may fill, is the position of Coaches' Representative.
- E. The past officers of the Association may continue to serve as officers, if elected, in an advisory role to the Board of Directors, at the discretion of the current officers, to assist in the conduct of Association activities
- F. The Board of Directors is responsible for conduct of Association activities and enforcement of Standards of Conduct and Discipline in accordance with these established articles.
- G. All officers must fulfill the required duties of their respective offices, including attendance at regularly scheduled meetings. Any officer not fulfilling required duties may be removed from the Board of Directors by a majority vote of the officers.

3. Disciplinary Committee

- A. The Board of Directors shall appoint a three (3) person Disciplinary Committee from the Association. This committee will be responsible for upholding these by-laws, club rules and the player-parent contract.
- B. The Disciplinary Committee will consist of the Coaches Representative, the appropriate Vice-President (HS, MS, Elementary) and the President. In the event the Coaches Representative is involved in presenting the incident, the President will nominate a suitable replacement from the coaching staff.
- C. The Disciplinary Committee will conduct hearings and provide recommendations to the Board of Directors, as appropriate.
- D. The Discipline Committee, in conjunction with the coaching staff, will create and review annually the player contract.

4. Terms of Office

- A. The officers shall be elected yearly by a simple majority vote by the members who are in attendance or represented by proxy and who are in good standing in the Rose Tree Media Ice Hockey Club Association. To be eligible for nomination for the position of President, candidates must have prior experience as a member of the Board of Directors.

- B. During January, the President shall appoint a nominating committee to recommend officers for election by the Association. This slate of officers will be presented at the February Meeting. Officers are elected by a vote at the March meeting. Officers assume their positions at the April meeting. Officers are responsible for the appointing and removal of the members of the coaching staff. The coaching staff is appointed during the May meeting.
 - C. Officers may serve more than one term at the discretion of the membership.
 - D. Members-at-large will serve for one year at the discretion of the officers.
5. The duties of the President shall include:
- A. Presiding at all meetings.
 - B. Performing such duties usual to the office of the President including:
 - 1. The power to call special meetings of the Association, at his discretion.
 - 2. The power to act on questions arising from emergencies not provided for in the rules, regulations, by-laws, or standards of conduct and discipline until such time as the Board of Directors at a monthly meeting may review them.
 - 3. The right to attend and represent the Association in league ice hockey meetings.
 - C. Annual IRS Tax Filing.
 - 1. Making arrangements for submitting the required annual IRS tax filing.
 - 2. Reviewing and signing the tax return prior to the end of the 4th month following the end of the fiscal year.
6. The duties of the Vice-Presidents shall include:
- A. Being empowered in the absence of the President, to attend to all responsibilities and perform all duties of the President in concert with the President.
 - B. Being responsible for all rules, regulations, and standards of conduct and discipline. The Vice Presidents should introduce all rule changes.
 - C. Acting as liaison to all special committees of the Association.

D. The High School Vice President, Middle School Vice-President and Elementary Vice-President, will act as team representatives to the Board of Directors and as team representatives to the league ice hockey meetings.

7. The duties of the Treasurer shall include:

A. Receiving all funds due the Association, depositing them in a chartered bank, and paying the rightful obligations of the Association.

B. Performing all other duties usually associated with the position of the Treasurer including the following:

1. Receiving all fees for membership in the Association.
2. Signing checks on the Association account.
3. Rendering monthly financial reports and accounts to the membership.
4. Arranging for available ice time for games and practices. This includes the review and presentation to the Board of all ice contracts.
5. Establishing game and practice schedules in conjunction with the coaching staff and league officials.
6. Assuring the continued financial integrity of the Association.
7. Managing the registration of players and submission of proper registration documents of all players and coaches to the hockey authorities having jurisdiction, including local leagues and USA Hockey.
8. Providing the tax return preparer a copy of the QuickBooks accounting within 30 days following the fiscal-year end.

8. The duties of the Secretary shall include:

A. Advising the Officers and membership of meeting and other important information.

B. Maintaining minutes for all monthly meetings. These include; general membership meetings, Board of Directors Meetings and any Executive Sessions of the Board. Minutes of the General Membership and Board of Directors Meetings will be available for public viewing on the club website.

- C. Publish publicity announcements of Association/team activities.
- D. Conduct and report results of all voting proceedings in accordance with the following guidelines:
 - 1. Each Association member in good standing shall be permitted one (1) vote.
 - 2. Members do not need to be present to vote. Notices of issues requiring consent of the Association members such as; by-law changes, general club elections, etc., will be provided in writing to the members. Provision will be included in said notices for the member to vote by written proxy.
 - 3. For by-law changes a quorum is required. A quorum shall consist of 2/3 of the elected officers of the Board of Directors or 1/4 of the membership.
 - 4. In all meetings, a majority vote will carry a motion. In the event of a tie, the coaches' representative will cast the deciding vote.

9. The duties of the Registrar shall include:

- A. Recruitment of new players.
- B. Assuring players satisfy all playing eligibility requirements.
- C. Arranging player assistance as appropriate within the Association and League by-laws.
- D. Assuring player welfare in the conduct of team activities.

ARTICLE V - TEAM MEMBERSHIP

- 1. To be member of the team a player must satisfy the following requirements:
 - A. Attend Penncrest High School for Varsity and Junior Varsity programs or a feeder school within the Rose Tree Media School District for all other programs.
 - B. Fulfill required financial obligations and registration materials of the Association. Fulfilling such requirements results in a classification of good standing.
 - C. Conduct themselves at all times in accordance with established program

standards of conduct.

D. Maintain academic eligibility for sports in accordance with established school requirements.

ARTICLE VI -ASSOCIATION MEMBERSHIP

1. To be eligible, a member must be a parent or legal guardian of a team member in good standing identified at the time of registration as required by Article V. 1. B
2. Members are required to conduct themselves at all times in accordance with the applicable provisions of established program standards of conduct.
3. All members are required to participate in any mandatory association fund raising activities.

ARTICLE VII - COACHING STAFF

1. The coaching staff will consist of a head coach and minimum of one assistant for each team fielded by the Association.
2. The coaching staff is solely responsible for managing the team on and off ice in accordance with established standards of conduct and discipline. Coaches are not subject to direction by the Board, or any of the Association membership in management of team activities unless in violation of established standards of conduct or discipline.

ARTICLE VIII - RULES OF PLAY

1. Team play will comply with established official USA Hockey playing rules, as outlined by league officials.
2. The Association is subject to and will fully comply with all established league rules.

ARTICLE IX - SUSPENSIONS AND APPEALS

1. Suspensions will be administered in accordance with established standards of conduct and discipline.
2. The legal right of appeal is granted to any player, coach, or Association member who is suspended by the Disciplinary Committee, Board of Directors, or League officials for any infraction that results in a period of suspension involving more than three (3) games. During the appeal, the suspended person shall continue to play, coach, or attend scheduled activities until the appeal is answered.

ARTICLE X - AMENDMENTS

1. These articles may be amended or changed at any time at any of the Association regular monthly meetings following voting procedures outlined in Article IV. 8. D.
2. Each proposed change, addition, or deletion must first be discussed at a Board of Directors meeting.

Rose Tree Media Ice Hockey Club Standards of Conduct and Discipline

Youth hockey is a rigorous, challenging sport providing a wide range of opportunities for the wholesome development of individual skill and character, as well as teamwork and good sportsmanship. In the competitive atmosphere of well-played hockey, it is the responsibility of each player, parent and coach to govern their actions in ensure these opportunities are available to all members of the program, and that the Rose Tree Media Ice Hockey Club always will be favorably recognized by its competitors and the public for high standards of keen competition, sportsmanship and conduct.

The Rose Tree Media Ice Hockey Club Standards for Conduct and Discipline are as follows:

Player Conduct

1. Each player shall strive to develop and improve individual playing skills and encourage similar efforts by teammates.
2. At no time, when with the team on or off the ice, shall a player use disrespectful, abusive, or obscene language to coaches, parents, officials, teammates or players on the opposing team.
3. Use of alcoholic beverages or drugs is forbidden.
4. Unsportsmanlike conduct in the form of gestures, slapping boards with sticks or other dramatic displays of individual anger is prohibited.
5. Each player shall respect the property of others at rinks, motels, eating establishments, or home of opposing players, to promote the highest possible image for the Rose Tree Media Ice Hockey Club.
6. Fighting before, during, or following a game, on or off the ice is strictly forbidden and subject to disciplinary action by the program, regardless of penalties imposed by game officials.
7. Players are responsible for providing their own transportation to scheduled team activities. Players unable to attend scheduled team activities are required to notify the

coaching staff in advance to avoid disciplinary action specified in established standards of conduct and discipline, the player contract and/or published team rules.

Parent Conduct

1. Positive parental participation in the program is encouraged at all times through consistent recognition that;
 - a. Each player on a team represents a varying degree of talent and/or personal development. The principal catalyst for improved play is enthusiastic and positive recognition of efforts by every member of a team.
 - b. The officials are amateurs whose pay is simple reimbursement of expenses and the satisfaction that they are actively contributing to the program. Vocal criticism of official performance based upon hearsay interpretation of rules, your concern for the official's eyesight, or instantaneous dismay with a particular call against the home team detracts from the game.
 - c. The coach is responsible for developing individual player skills and team play. If you have concern, confide with the coach in private. Spare the team and your player the problem of dividing loyalty between parent and coach.
2. The challenge of any parent is to remember that a group of players totally isolated from spectators, officials and coaches can divide up and play the game of ice hockey practically without danger, and that they will observe all the basic rules. The addition of spectators can generate stronger competition by enthusiastic encouragement; or it can promote ugly physical confrontations, poor sportsmanship, and other undesirable emotional stress on players by reaction to vocal criticism of officials, encouragement of retaliation and criticism of individual players. As a parent, be an enthusiastic, but positive spectator and actively promote the same conduct and attitude for all Rose Tree Media Ice Hockey Club supporters.
3. No parent, except members of the coaching staff, is permitted in the locker rooms without the express invitation of the coach.

Coaches Conduct

1. Coaches shall endeavor to set a good example of personal conduct at all times, and promote individual player and team development to a maximum of their capability.
2. Coaches shall be responsible for team conduct before, during and after a game, and shall exercise appropriate disciplinary action equally and fairly for all departures from standards of personal conduct.
3. Coaches are responsible to counsel individual players and their parents relative to actual disciplinary or prospective disciplinary action.

4. No player shall be allowed to participate in a game unless registered for the team as a member.
5. Obscene or abusive language in general or towards officials and players, or spectators or unsportsmanlike displays, or intoxication at team events shall not be tolerated and will result in suspension.
6. No smoking or any other use of tobacco or tobacco products is permitted on the bench.
7. In the interest of sportsmanship, game scores will not intentionally be "run up" against any opponent.
8. All players dressed for a game will be given playing time on as balanced a level as is practical. In the third period, playing time will be distributed at the discretion of the coaches in order to achieve the most favorable outcome for the team. Playing time also is dependent upon conduct and attitude displayed during all practices and games in accordance with established standards of conduct and discipline.

Players

1. Any player assigned a "Game Misconduct" shall automatically be suspended from play in the next game, and with the possibility of additional suspensions for future misconduct.
2. Any player awarded a "Match Penalty" shall be suspended until personally appearing with parents or legal guardian, before the Rose Tree Media Ice Hockey Club Board of Directors or its Disciplinary Committee, to present a case for reinstatement. This is regardless of any USA Hockey or League sanctions or suspensions.
3. Any player can be benched by the coaches for the balance of a game or a part of a future game for open personal criticism of teammates, abusive or obscene language, or unsportsmanlike conduct as necessary to maintain high team standards. This applies whether or not a game official awards a penalty for on or off the ice conduct.
4. Any player who damages rink or other personal or public property will be suspended for a minimum of one scheduled game. The suspension will extend until agreement is reached for repair of the damage by the player or parents/legal guardians.
5. Any player using drugs or alcoholic beverages is suspended for the balance of the season.
6. Unexcused absences from practice or games, as specified in the player contract, will, at a minimum, result in a player being benched for all or part of the next scheduled game at the discretion of the coaches.

COACHES

The coaches serve at the pleasure of the Rose Tree Media Ice Hockey Club Board of Directors. Violations of standards of conduct for language, sportsmanship, or general conduct will result in suspension.

PARENTS

Parental exhibitions of poor sportsmanship, abusive language, or gestures toward players, coaches, or game officials or other objectionable public displays of poor conduct are not in the best interest of the Rose Tree Media Ice Hockey Club and shall be reason for the Board of Directors to consider discontinuing eligibility for membership in the Program.

DISCIPLINARY PROCESS

Disciplinary action will be administered in accordance with the following guidelines:

1. Disciplinary action may be administered by the Coaching Staff, the Rose Tree Media Ice Hockey Club Disciplinary Committee, the Board of Directors or any combination thereof. Discipline infractions will be handled by the appropriate groups(s) dependent upon the severity of the violation.
2. Violations by any player, coach, or parent resulting in receipt of a "Game Misconduct" or Match Penalty" will automatically be subject to the review and decision of the Disciplinary Committee or Board of Directors, as appropriate. Decision of the Disciplinary Committee or Board of Directors will be made in accordance with the established provisions of the Rose Tree Media Ice Hockey Club and by-laws.
3. Player or parent violations of eligibility or membership requirements as established by the Rose Tree Media Ice Hockey Club and by-laws will be subject to review and decision of the Disciplinary Committee.
4. Player suspensions administered at the discretion of the coaches for violations of established standards of conduct, in particular drug or alcohol abuse, is automatically subject to review by the Disciplinary Committee.
5. Player violations of standards of conduct other than those specified here will be administered by the coaches through team meetings, as deemed appropriate.