



2008-09 Ottawa Sting Minor Hockey Association Rules and Regulations

(Revised – May 12, 2008)

1.0 Purpose

1.1 - These Rules and Regulations shall serve as an extension to, but will not supersede, the OSMHA By-laws.

1.2 - All OSMHA members, by virtue of their membership in the Ottawa Sting Minor Hockey Association, agree to abide by and comply with the OSMHA Rules and Regulations.

1.3 - All OSMHA members, by virtue of their membership in the Ottawa Sting Minor Hockey Association, agree to abide by and comply with the Code of Conduct guidelines for players, team officials and parents.

2.0 Amendments

2.1 - These Rules and Regulations may be amended in two ways:

2.1.1 - At the Annual General Meeting or a Special General Meeting, by a two-thirds majority affirmative vote of the membership, or

2.1.2 - By the Executive, between Annual General Meetings, with a simple majority affirmative vote.

2.2 - Amendments made by the Executive shall be subject to ratification by the membership at the next Annual General Meeting or at a Special General Meeting whichever occurs first.

3.0 Team Entries

3.1 - The OSMHA Executive shall determine the numbers and categories of teams to be operated by the OSMHA in conjunction with their mandate from the ODMHA.

4.0 Registration of Players and Team Officials

4.1 - All players must be duly registered with their “Home” association prior to participating with any process relating to the selection or operation of an OSMHA team.

4.2 - All OSMHA teams shall register a Head Coach, manager, trainer, and a maximum of three (3) assistant coaches. On-ice helpers must also be included on the official team lists. Team officials shall be registered in accordance with ODMHA/Hockey Canada regulations.

4.3 - All team officials shall be registered following proper submission of a Police Record Check conducted in accordance with Hockey Canada Harassment and Abuse Guidelines and in accordance with the District B Volunteer Screening Policy. All team officials will have completed the Hockey Canada Speakout course and provided confirmation that their certifications are current and meet the required levels (i.e. Trainer expiry date) prior to being carded or being placed on the team list. As well, appointments are conditional on proof of a clear PRC result or disclosure of convictions for a positive hit.

4.4 - OSMHA teams shall register the following number of players:

Level	Goalies	Defensemen	Forwards
Atom	2	6	9
Peewee	2	6	9
Bantam	2	6	9
Midget	2	6	9

4.5 - Any deviation from the table at 4.4 must be submitted to the OSMHA Executive for approval.

4.6 - If the OSMHA runs multiple teams at the same level and category (i.e. 2- Minor Atom teams), the OSMHA Executive will make every effort to ensure the final teams under its jurisdiction are balanced.

5.0 OSMHA Aims and Objectives

5.1 The objectives of the OSMHA shall be:

5.1.1 Encourage, foster, teach and promote amateur hockey within the jurisdiction of the OSMHA as outlined within the Constitution.

5.1.2 Provide maximum opportunity for all eligible individuals to participate without regard to race, creed, color, sex, religion or national origin;

5.1.3 Develop community spirit and encourage sportsmanship and good fellowship among all participants, to the betterment of physical, mental and social well being;

5.1.4 Organize and control team competition to the maximum of the financial resources.

5.1.5 Sponsor and promote such athletic, social and other activities as may contribute to the finances and goals of the organization; and

5.1.6 Use all revenue solely for the promotion of these objectives.

6.0 Team Operating Revenues and Expenses

6.1 - Prior to the start of the regular season, all teams will submit their team budget to the OSMHA Treasurer, which shall reflect the anticipated team expenses for the upcoming season.

6.2 - The OSMHA Executive will approve all team budgets and reserves the right to adjust the teams' budgets during the season to ensure a balance of team expenses and revenues.

6.3 - All monies received by any member or team management on account of a player, individual team or Association business whether by annual fees, team levies, sponsorship, fundraising or any other matter, shall be deposited in the Association's bank account for proper allocation or team credit. There shall NOT be maintained by any member of team management any individual bank account on behalf of an individual team or player. Failure to conform to this rule will result in disciplinary actions against the member and/or team management

6.4 – The treasurer shall provide each team with monthly financial statements for verification of team expenses and will provide the OSMHA Executive with updates.

6.5 - The OSMHA will reimburse team officials the cost incurred for upgrading coaching or training qualifications.

7.0 Player Selection

7.1 - Players for OSMHA teams shall be selected in accordance with OSMHA Aims and Objectives, and their hockey ability. This collective criteria and the process to evaluate will be based on the tryout plan (including skaters and goalies) and must be defined and recorded by the respective Head Coach prior to the commencement of any tryout. This plan is to be approved by the Director of Coaching prior to the commencement of any tryout.

7.2 - All prospective players must participate in the first two (2) tryout sessions. If they are unable to attend one of the tryout sessions for any reason, they may be granted an additional tryout at the discretion of the Head Coach. In the case of injured players please refer to **Appendix "A"**. In the Case of Players returning from Junior Tryouts, please refer to **Appendix "B"**.

7.3 - The "Player Selection Committee" will be comprised of the Head Coach, and minimum of two (2) independent evaluators with no conflict of interest with players (here in after referred to as evaluators). The Director of Coaching must approve all evaluators in advance of the commencement of tryouts, and a schedule for the evaluators is to be included in the tryout plan.

7.3.1 - Parent Involvement in Tryouts Policy - Parents of children "trying-out" for an OSMHA team are not to be involved in the selection process. Involvement includes not only on ice activity but extends to working with or for the Head Coach in any player selection capacity during the try-out process. The only exceptions are when a parent is also a Head Coach or when the Head Coach has sought and received permission from the OSMHA Executive to involve a parent. Violation of this policy will not be tolerated.

7.4 - No evaluator, or player selection group, shall be paid for services rendered, by the OSMHA or any of its members.

7.5 - The tryout plan defined by the Head Coach in 7.1 and approved by the Director of Coaching will be the method used to evaluate the players by the Player Selection Committee. A record of assessments from each evaluator must be completed, signed, with the name of the evaluator clearly printed.

7.6 - The results of the "concluding" evaluations, using the criteria and processes of the tryout plan will define the selection of the final team (see 4.4 in the OSMHA Rules and Regulations). It is left to the discretion of the Head Coach, as to when the confirmed players noted above are informed. The Head Coach is required to submit all evaluation documentation to the Director of Coaching within 48 hours of confirming the players for the team.

7.7 - The Head Coach and an independent third party (e.g. member of executive or evaluator) are required to meet with each player and to be supportive and positive when releasing the player, but shall not forecast or guarantee the success of a released player with regards to subsequent tryouts and include making affiliation commitments.

7.7.1 - During the initial player releases if the number of players per level (e.g. Major Atom) exceeds 35 players a letter with instructions for the next level maybe issued to each player. All releases for tryouts consisting of 35 players or less will be done in person.

7.8 - Team rosters are not finalized until Jan 10 of each playing season. Players may be released from their team up to and including Jan 10. After Jan 10 team rosters are final until the end of the playing season (as per the Hockey Canada/ODMHA guidelines).

7.9 - Once the initial team list has been submitted to the District Registrar, all player releases must have prior Executive approval.

8.0 Team Tryouts

8.1 - The first two (2) tryout dates for each team will be posted on the OSMHA website prior to the commencement of tryouts.

8.2 - Tryouts fees for the OSMHA shall be set by the OSMHA Executive. The sum of monies collected from these tryouts shall be given to the OSMHA Treasurer for deposit to the Association bank account. Divisional revenues will be shared by the teams in that division. An OSMHA Executive member or their representative will coordinate this activity.

8.3 - All players must be registered and have signed a Code of Conduct form with their home Association and paid tryout fees prior to attending any tryouts. Prospective unregistered players should contact the District B Registrar, or alternatively, any OSMHA Executive member for instructions/procedures on registering late.

8.4 - Age Advancement will NOT be permitted at any level.

8.5 - If there are more than six (6) goalies registered at the same level prior to the intent to tryout deadline, then a separate goalie evaluation session will be held.

9.0 Selection of Coaches

9.1 - Coaching positions shall be advertised annually prior to the Annual General Meeting at all OSMHA arenas, and in those newspapers deemed appropriate (local and regional) by the OSMHA Executive.

9.2 - Coaching application forms shall be made available through the OSMHA website.

9.3 - A Resume, CV, or formal coaching application form will be considered sufficient in order to apply for a coaching position. References shall be provided and will be contacted.

9.4 - A Coaches Selection Committee that is chaired by the Director of Coaching will conduct the Coach interviews. The Coaches Selection Committee will consist of a minimum of 3 non-executive members and the Director of Coaching. The proposed members are subject to OSMHA Executive approval.

9.5 - No coaching applicant may be part of the OSMHA Coaches Selection Committee for coaching applications for the age level at which their child is trying out, as this represents a conflict of interest.

9.6 - The Coaches Selection Committee will establish a selection framework based on the following criteria:

9.6.1 - Coaching Qualifications: The Head Coach must hold a valid Hockey Canada National Coaches Certification Development 1 certification (formerly known as Coach level 3 or Intermediate) or higher. All Assistant Coaches must hold a valid Hockey Canada Coach Stream certification (formerly known as Coach, Coach level 1 or Coach level 2) or higher. All coaches must have achieved the Speak Out certification prior to the first league game of the season.

9.6.2 - Past coaching evaluations (where available) and obtained from a credible process;

9.6.3 - Collective evaluation from the interview with the Coaches Selection Committee;

9.6.4 - Preference will be given to candidates who have demonstrated the attributes of an effective teacher, motivator, leader and community-minded person.

9.7 - Interviews will be conducted in person or by conference call and NOT by e-mail.

9.8 - Candidates should be made aware that, when applying for re-appointment to a team, they will be considered equally along with other candidates.

9.9 - Candidates should be made aware that, if they are the only candidates for a specific team, this does not guarantee them the position.

9.10 - An audit trail for each applicant will be established, containing the application letter/form, coaching portfolio where available, and interview notes.

9.11 - Recommendations of the Coaches Selection Committee shall be put forward to the Executive for approval by a majority vote. Coaches shall be appointed annually.

9.12 - Appointed coaches shall be subject to a police record check (PRC) upon request, and are required to submit a tryout plan to the Director of Coaching 30 days prior to the commencement of their respective team's tryouts. Appointments are conditional on proof of a clear a PRC result or disclosure of convictions for a positive hit.

9.13 - A member of the OSMHA Executive shall not coach or be a team official for any OSMHA team, and a District B Council member and/or District B Competitive or House League Association executive shall not coach or be a team official for any OSMHA team, without Executive approval.

10.0 Sponsorships

10.1 - OSMHA teams may solicit sponsorships of their teams by local businesses, under the following conditions:

10.1.1 - no player is allowed to sell tickets for alcoholic beverages or tobacco products.

10.1.2 - no team may solicit sponsorship of their team by an existing business displaying an OSMHA Sponsorship Certificate;

10.1.3 - a business may have its company's name or logo displayed on sweater(s) of an OSMHA team.

10.1.4 - name bars or other forms of advertising can appear on either one or both OSMHA home/away jerseys. Teams are encouraged to display "sponsor" banners at all league games and tournaments.

10.1.5 - the allocations of sponsor funds will be done after the cost of the sponsor's team picture/plaque and sponsor bars have been paid. A minimum of 30% up to a maximum of 50% of all sponsorship funds, to an overall maximum of \$1,000.00, shall be credited to the individual's player account, with the remaining 50 % being applied to the team's operating budget. The recommended credit is 30% unless the majority of the team agrees to a higher level. However, in exceptional circumstances such as the expressed wish of the sponsor(s), the team may direct that for one or more of its sponsors no credit may be given to any player, or that the entire credit be directed to a specific player.

10.2 - The OSMHA Executive must approve all team fundraising activities, in advance.

10.3 - No OSMHA team officials, parents or players shall be involved in any fundraising activity, which could be construed to be "panhandling".

10.4 - The OSMHA Treasurer will sign and track all receipts issued on behalf of the Association for sponsorships.

10.5 - Subject to the availability of funds, the OSMHA Executive will match any funds donated by the ODMHA and/or District to an Ottawa Sting team who qualifies for a National / Provincial Championship or Silver Stick Finals (up to and including \$1000.00).

11.0 Handling of Affiliated Players and Players Carded with Minor Hockey Associations

11.1 - The OSMHA will follow the affiliation procedures as written by District B of the ODMHA.

11.2 - No player may be invited to a practice or game with the affiliated team without prior approval of the Head Coach of the lower level team with which the player is registered, or in the coach's absence, the appropriate team official. Agreement between coaches or the appropriate team official must be reached before either the player or parent is contacted.

11.3 - Prior to Jan 10th an affiliated player can practice or play in as many games as desired and all coaches of lower category teams may not prevent a player from playing with the affiliated team except where game or practice conflicts exist.

11.4 - After January 10th, can only be utilized for a total of 5 league and/or playoff games (not exhibition or tournament). If a player plays a 6th game his rights belong to the higher team and his services are lost to the lower team. Both providing and requesting coaches must notify the Association Registrar each time an affiliated player is called up.

11.5 - Barring exceptional circumstances, player invitations to attend practices or games with affiliated teams must come from the Head Coach of the higher team involved.

11.6 - Teams who affiliate players will be encouraged to have these players attend practice to foster maximum development of players with the District.

11.7 - Once a team has been registered, the OSMHA Executive must approve all player releases.

12.0 Ice Allotment

12.1 - OSMHA will provide all teams with their "Primary Ice". Teams are allowed to purchase their own ice called "Secondary Ice". OSMHA teams will use all their Primary ice allotted to them by the OSMHA before using any of their Secondary ice. Teams are not permitted to return Primary Ice except in the case where they are attending a tournament.

If the OSMHA Ice Scheduler is asked to sell some Primary Ice on behalf of one team to another team or Association within District B, the OSMHA Ice Scheduler will attempt to do so, on a 'best effort' basis only. If the OSMHA Ice Scheduler is not successful in his/her attempts the team initially assigned the Primary Ice will remain responsible for it and will be charged accordingly.

12.2 - OSMHA teams will not be provided ice time between Christmas and New Year's Day unless requested by the coach.

12.3 - Coaches have until the 15th day of the "current" month to notify the OSMHA Ice Scheduler of all unavailable times regarding ice time with the "following" or "next" month (note: this does not include tournaments ... see item 12.4). Unavailable times must be presented to the OSMHA Ice Scheduler as dates and times. They cannot include weekend early morning practices (6-8 a.m.) or early weekday practices (5-6 p.m.). After the 15th of the "current" month, the schedule published by the OSMHA Ice Scheduler will be considered final (i.e. Master Ice Schedule). Subsequent changes to the teams individual Ice Schedule will be the sole responsibility of the Head Coach and/or representative (i.e. Team manager).

Where a team makes a change, the Head Coach (or designate) must advise the OSMHA Ice Scheduler of the change within 24 hours.

12.4 - Coaches are required to present the OSMHA Ice Scheduler with ALL tournament dates and times prior to September 30th of the "current" hockey season. This is to permit the Ice Scheduler to finalize the OSMHA Annual Ice Plan (requirements). Any Tournaments not known to the OSMHA Ice Scheduler by September 30th of the "current" hockey season will result in the Head Coach (or designate) being held accountable for managing any ice schedule conflicts that arise as a result.

12.5 - Teams are required to use ice allocated by the OSMHA Ice Scheduler up to mid March.

13.0 Team Official/Player Dress code and Sting Clothing Policy

13.1 - Players who represent the OSMHA must attend games in proper attire. This may include an OSMHA coat or warm-up suit or dress pants or casual pants (excluding jeans) and belt. For all players, a turtle (mock) neck can be worn in lieu of a shirt and tie. When a shirt and tie is worn, they must be worn properly (i.e. "shirt tucked in, tie tied properly"). Players are to dress in a manner that positively represents the OSMHA.

13.2 - Team Officials, including Head Coach and Assistant Coaches who represent the OSMHA must attend games in proper attire. This includes dress pants or casual pants (excluding jeans) and belt. A turtle (mock) neck can be worn in lieu of a shirt and tie. When a shirt and tie is worn, they must be worn properly (i.e. "shirt tucked in, tie tied properly"). Trainers may optionally, due to their duties, wear a clean OSMHA approved "warm-up" suit. Team Officials are to dress in a manner that positively represents the OSMHA.

13.3 - The official uniform for players on OSMHA teams is as described below. It includes:

13.3.1 - Jersey Home: White (predominant); Name Bar: White background with black letters; 'C's and 'A's will be black.

Jersey Away: Red (predominant); Name Bar: Red background with white letters; 'C's and 'A's will be white.

Third Jersey: Black (predominant), with red and white stripes at bottom of sweater. The word "STING" will be stitched diagonally on the front of the sweater, the letters will be white, approx 3" to 4" in height with a red background letter. The numbers on the back and sleeves will be of the same colour scheme. Each shoulder will carry the "Ottawa Sting" logo. Name Bar: Black background with white letters; "C"s and "A"s will be white.

Note: The third jersey is **not** provided to the team by the association. It is at each team's discretion if they choose to purchase the third jersey at their own expense, and they will remain the property of the players. The team must agree by at least a 2/3 majority vote to purchase the extra jerseys. No other design for a third jersey is acceptable.

13.3.2 - Socks Home: White (predominant) with black and red stripe;
Socks Away: Red (predominant) with a black and red stripe;
Socks - Third Jersey: Black (predominant) with white and red stripes.

13.3.3 - Black pants or shell (short style); The only markings or decal allowed on the pants are the manufacturer logos (e.g. Bauer, CCM, NIKE, etc.).

13.3.4 - CSA approved Black helmet with Hockey Canada approved face shield.

13.3.5 - This policy in no way supersedes the requirements of the Hockey Canada with respect to required equipment. Failure to comply will result in the player being warned and reminded of this policy. Continued violation will result in suspension.

13.4 - All items of clothing bearing the OSMHA logo (licensed to the OSMHA) or name must be approved by the Executive. It is the policy of the OSMHA that all new clothing purchases and team apparel by competitive teams, which contain OSMHA logos and/or the OSMHA name, must be done directly with our official supplier. The current supplier is Houle Sporting Goods located on Montreal Road.

13.5 - The OSMHA Tryout Jerseys are to be used during the OSMHA tryouts or practices. It would be appreciated that, they not be used in formal game situations or in tournaments not sanctioned by the OSMHA by any player or former player. While they are the property of the player who has purchased them, they are also a symbol of our association and should be respected as such. Their use outside of OSMHA tryouts or practices, for example during spring hockey season, could lead to a misrepresentation of our minor hockey association.

14.0 Ottawa Sting Discipline & Appeals

The OSMHA will adopt the procedures as outlined in the "District B Procedures for Complaints, Discipline, Appeals and Protests".

14.1 Team Officials

1.4.1.1 Any Team Official receiving their 1st game misconduct in a season will serve their penalty as outlined in the ODMHA Handbook and will receive an additional one game suspension from the OSMHA. Any Team Official receiving their 2nd game misconduct shall be subject to a District D & A hearing. The OSMHA will review the recommendation of the District D & A hearing and will consider if any additional suspension time is warranted. The Head Coach and/or Manager are responsible to report all Team Official infractions to the Director of Coaching and the President.

14.2 Parents

1.4.2.1 All parental conduct will adhere to the District Code of Conduct signed at registration. Any Parent(s) who are ejected from games shall be suspended indefinitely (i.e. may not attend any team functions including games or practices) until a formal hearing of the OSMHA Discipline Committee has been held. The Head Coach and/or Manager are responsible to report all parent infractions to the President.

15.0 Team Officials

15.1 Use of illegal drugs or abuse of alcohol by team officials will not be tolerated by the OSMHA.

15.2 All team trainers will hold the HDCO Hockey Trainers Certification Program Level 2 or higher certification prior to October 31st of the current hockey season.

15.3 All other Team Officials and/or support staff shall be selected after the team roster has been finalized. The only exception will be when a team official and/or support staff member is a non-parent. All Team Officials will have their Police Record Check forms completed and submitted to the Director of Risk & Safety before the first exhibition, tournament or league game.

15.4 All Head Coaches must provide parents with a written copy of their coaching philosophy to outline their disciplinary actions for violating the team Code of Conduct and provide a copy of their yearly coaching plan at their first parents meeting at the start of the season.

15.5 Parent/Player games are forbidden as per the ODMHA and Hockey Canada Rules and Regulations.

Appendix A - Injury before or during Tryout Policy

What follows is the OSMHA Policy related to the handling of situations where, because of injury, a player is unable to participate in tryouts according to the schedule published at the start of each season. This policy covers injuries incurred by a player prior to the start of tryouts, as well as injuries incurred during the tryout period.

In all cases, a medical certificate must be provided to the OSMHA Risk & Safety Director as evidence that a player cannot participate in team tryouts. In addition, the nature of the injury and the expected return date of the player are also required. Upon returning from injury, each player must provide a medical certificate stating that the player has been cleared to return to play.

To determine the subsequent tryout status of the returning player, the OSMHA Executive will consult with a variety of sources to obtain sufficient information about the player so that a reasoned decision can be made that considers both what is best for the player as well as the affected team or teams. The sources will include, but not be limited to, the current coach, previous coach, lower level coach, and any other appropriate source deemed relevant by the OSMHA Executive.

The decision of the OSMHA Executive in determining the player's tryout status will be final.

Appendix B - Players Returning from Junior Tryouts Policy

Each year, the OSMHA conducts tryouts open to all registered players. This process normally ends when the teams are selected and registered with the ODMHA. In Major Midget, there are special requirements to accommodate those players who attend junior hockey tryout camps and return after tryouts end. Given our policy of open tryouts, it should be noted that no player returning from Junior is guaranteed a spot on any specific team.

With the increasing demand for hockey Major Midget level players are strongly advised to register for the season before tryouts begin, in order to guarantee a spot within the association. According to Hockey Canada regulations, no unregistered player can be placed on any team's official roster. Players on the waiting list are not considered as registered.

To determine their final rosters, the Major Midget coaches will work together to appropriately place players who return from junior camps. It is also expected that players attending junior camps will keep the OSMHA Major Midget coaches informed of their intentions.

As of November 1, all rosters will be finalized. After November 1, players returning from junior camps will be handled on a case-by-case basis.

Teams can register up to 17 skaters and 2 goalies, per Hockey Canada regulations.

Appendix C - Coach Influence on Non-Ottawa Sting Related Activities Policy

What follows is the OSMHA Policy on Coaches Influence on non-OSMHA related activity. There have been concerns raised by our membership about coaches imposing restrictions against non-OSMHA hockey related activity. The most frequently heard complaint is that players are told by coaches that they may not participate in High School Hockey and play on an OSMHA Team. This policy is intended to clarify the OSMHA Executive's position on this issue. Coaches may not, under any circumstance prohibit or discourage any activity which does not directly time conflict with team events. Players are expected to attend all team activities, properly prepared and sufficiently rested to participate. Coaches are responsible to assess players' preparedness and ensure that they are not unduly fatigued. Should players be unable to participate, coaches may impose sanctions according to team rules.

Appendix D - Fair Ice Policy

Competitive Hockey demands:

1. A high level of commitment to team success and individual development is required from all participants;
2. Excellent communication between coaches and players; and
3. A balance between fair playing time and competitiveness.

To meet these demands, the following fair ice policy is mandated for this organization:

The basic assumption for all players and teams is that there will be an equal sharing of ice time, based on position; i.e. defense vs. goal vs. forward. There are a number of circumstances during which this equal ice time requirement may be superseded, including, but not limited to, team disciplinary measures, suspensions or injuries. It is also recognized that, to a reasonable extent, coaches may use ice time as a motivational tool.

A key concept is that coaches are expected to teach every tactical and situational aspect of the game to every player. Throughout the course of the season, the coach is expected to allow all players a reasonable opportunity to use these skills in a game situation. In the older age groups (i.e. Bantam and Midget), this will allow a coach, over the course of a season, to establish specialty teams, both for competitive reasons as well as to allow players to play to their strengths. Coaches may also choose to use certain players in key

situations or during the last 5 minutes of a close game to give the team its best chance to win. This could result in some players finishing games with more ice time than others but only on a limited basis. Players' ice time may not be equal in each and every game, but should be roughly equal over the course of the season.

Concerns about the implementation of this policy should be expressed first to the head coach, in keeping with the team's stated communication policy, and then to the OSMHA VP of Operations. The VP of Operations can then use any resource including, but not limited to, the Head Coach to assist in resolving the issue.

Note: In cases where a coach is obviously and blatantly abusing ice time, complaints will certainly be investigated and appropriate corrective actions taken. But parents who take unnecessary measures (e.g. using a stopwatch to time shifts) at games should possibly re-evaluate their decision to allow their son or daughter to play hockey at this level.

Appendix E – Non-Parent Coaches Expenses Policy

What follows is the OSMHA Policy on the reimbursement of non-parent coaching staff expenses. All teams are to provide funds to reimburse non-parent coaching staff for expenses. These funds are to cover expenses incurred while traveling to a tournament and are to be paid in advance.

Payments described below are to cover any non-parent team official. The reimbursement will take the form of a payment of a flat "per tournament night" payment of \$170/night. This rate will be paid for each required overnight stay at a tournament. For example, if the coach stays overnight Friday and Saturday night the total payment would be \$340.