



Parent Information Handbook 2009/2010 Season

bjhl.org

Handbook Compiled and Written by Terri Bisson 2001/2002
Revised by Alan Gerew 2005/2006
Adopted by the 2000/2001 Board of Directors

Overview

The Burrillville Jr. Hockey League was established in the late 60's soon after the opening of the June Rockwell Levy Community Rink in 1967. The mission of the BJHL is to improve and promote the development of hockey in the Town of Burrillville, both as a recreational activity and a competitive sport. BJHL is an affiliate member of USA Hockey and the Rhode Island Amateur Hockey Association (RIAHA).

Our membership includes over 300 children and coaches from Burrillville and nearby Rhode Island and Massachusetts communities. BJHL programs include an instructional/learn to skate program, a recreational house league, a competitive travel league, and a weekly power skills session. The BJHL is the feeder system for the Burrillville Middle School and Burrillville High School Varsity Hockey programs.

The BJHL is managed by a Board of Directors who are elected at an annual meeting held at the end of each season. The League also includes a Booster Club that conducts fundraisers to help keep fees affordable

Board of Directors

Position	Contact	Phone	E-mail
President	Robert Bray	(401) 334-3969	homebray@cox.net
Vice-President	Lou Mandeville	(401) 765-3256	lmandeville@hotmail.com
Treasurer	Brigitte Buxton	(401) 568-8341	S_B_Buxton@msn.com
Secretary	Lisa Peck	(401)568-2603	lis41304@hotmail.com
Coaches Rep.	Ted Ducharme	(401)369-2347	Ducharme5@cox.net
Parent-at-large	John Moran	(401) 568-2642	jedmoran@cox.net
Registrar	Tammy McClure	(401) 568-8192	GTM2@cox.net
Scheduler	Sharon Wilkinson	(401)567-0537	swilkinson85@cox.net
Director Of Booster club	Julie Briggs	(401)397-3591	Rbriggs800@aol.com

Programs

Instructional/Learn-to-Skate

The BJHL instructional program is for children to learn and develop skating skills and to learn the fundamentals of hockey. Eligible players must not be part of the travel league program (level Mite B and up). The instructional program was revised in accordance with USA Hockey guidelines and incorporates skating and skill stations, as well as the introduction of pucks. The

program is designed to develop skating skills and to increase the enjoyment of the children participating. The instructional/learn-to-skate program is held every Saturday from 1 p.m. to 1:50 p.m. and on Sundays from 11:30 to 12:20 p.m.

House League

The BJHL House League consists of two divisions:

- Junior House – 3 on 3 split ice format - for Instructional and Mites and,
- Senior House – Full Ice game format- for all Squirts as well as Peewees *who do not play travel league*

The House League begins in October and ends with play-offs in February. Champion in each division will receive awards at the end of season banquet. Most house league games take place on Saturday mornings. Specific schedules will be distributed once teams are selected. Sr. House league teams are selected by a coach's draft. House league is optional for travel league players. Players who miss more than 4 regular season games will be ineligible for playoffs. Conflicts due to travel team schedules do not count toward the 4 allowed absences. House League coaches must submit game sheets listing only players who are present at each game. All game sheets submitted to the House League coordinator. The House League Coordinator will send in scores each week to the Vice President.

Travel League

All players who wish to play on a travel team **must** tryout. The goal of tryouts is to ensure that BJHL players are placed at the appropriate division level for his/her skill. Please refer to Article 5 of the BJHL By-laws for more information about tryouts. Unfortunately, BJHL no longer has enough ice time to place all players on travel teams and cuts are possible at all levels. **Please be sure that your child is prepared to handle the disappointment of not making a travel team.**

In general, travel teams play one travel game per week and practice once or twice per week. Travel "Team parent" will distribute weekly schedules for travel teams.

Players must play in the appropriate division for their age. The Board of Directors may consider requests to move a player to a higher level if: there is an acute need for additional players at the higher level; the move does not adversely impact the level below; and, the player demonstrates the capability to perform at the higher level.

Travel Team Attendance Policy

In an effort to advance the development of travel teams and to improve player attendance at practices, it has become necessary to implement the following policy regarding travel team practices.

All players must attend all practices. Failure to attend practices without a valid reason may, at the discretion of the coach, result in the following:

- 1st missed practice – player will be benched for the first five minutes of the next schedule game.
- 2nd missed practice – player will be benched for a full period in the next scheduled game.
- 3rd missed practices or more – player will be benched for the entire next scheduled game.

Any player who is unable to attend a practice must notify the coach by phone at least one hour before the scheduled practice.

Skills Skating

The BJHL skills session is for Mite, Squirt, Pee Wee and Girls travel players only who wish to sharpen their skating skills will be held periodically throughout the season. Participation in skills skating sessions is strongly encouraged to increase the competitiveness of our travel teams.

Fees and Payment information

- **Fees as posted on the web (www.bjhl.org) online registration form.**
- The out-of-town surcharge is \$50 **per player**. All players must show proof of residency at registration (i.e. utility bill, tax bill, fire district bill).
- There will be a \$20.00 per player late fee who registers after August 31..
Additional payments for players who participate in the travel team programs will be as follows:
- Goalies will receive a \$50.00 credit upon selection as a Registered Goalie on a BJHL Travel team.
- 50% down payment required on travel team fee at time of registration. Credit Card impress required.
Remaining 50% will be due by Oct. 31st. before player will be added to State League Travel Team Roster.
- Major credit card given at registration and kept on record. Credit card would only be processed should travel payment become delinquent
- Payment must be received by the dates outlined or players will not be allowed to skate. Check, Visa, MC, AE, Discover or cash may make payment.

Payment Process

Level	Due by
*Midgets A & B	In full at registration <i>(Jersey Included)</i>
*Bantams -1st Season	In full at registration
*Bantams –2nd Season	In Full at 2nd Season registration
Peewees, Squirts, & Mite A/B	50% at Registration 50 % by Oct 31st.

Girls (U14, U12, U10)	50% at Registration 50 % by Oct 31st.
Mite C	50% at Registration 50 % by Oct 31st.

Please contact the League Treasurer if you have any questions about the payment process

Refund Policy and Family discount:

The basic registration fee is non-refundable except for Instructional/Learn to Skate players. Instructional/Learn to Skate players can obtain a refund of 75% of the basic registration fee (less the \$10 Booster Club fee) that will be applied to the following season. if they leave the program within 30 days of the start of the instructional program. After 30 days, the fee is non-refundable. Notification to treasurer on Injury rebate will be based on time missed and will be prorated accordingly
A 1/2 off discount will be offered on 3rd or more family members on Basic Registration fee's only.

Codes of Conduct

In an effort to promote good sportsmanship and enforce the USA Hockey zero-tolerance policy and guide the development of our players, the following USA Hockey Codes of Conduct was adopted for Parents, Coaches and Players. The Codes, combined with the Article Six of the BJHL By-laws Discipline, are intended to foster an environment in which BJHL players can learn and develop without the distractions of unsportsmanlike-like conduct.

Coaches Code of Conduct:

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than the winning of the game. Remember players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players, display emotional maturity and be alert to the physical safety of the players.
- Be generous with your praise when it is deserved: be consistent, honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- Adjust to the personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be TEAM players.

- Maintain an open line of communication with your player's parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.

Parents Code of Conduct:

- Do not force your children to participate in sports, but support their desire to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it fun.
- Encourage your child to play by the rules. Remember: children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches, or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game, and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in victory and in defeat and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are very important to the development of your child and the sport. Communicate with them and support them.
- If you enjoy the game, learn all you can about the game, and volunteer.

Players Code of Conduct:

- Play for FUN!
- Work hard to improve your skills.
- Be a team player – get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time for practices and games.
- Learn the rules - play by them. Always be a good sport.
- Respect the coaches, your teammates, and your parents, opponents and officials.
Never argue with the officials' decision.

Discipline Policy

The Burrillville Jr. Hockey League policy on discipline is to try to handle most situations between the player, parent, and/or coach or instructor.

BJHL operates on a three strikes/you're out method for minor behavior problems that fail to meet the Codes of Conduct. A member will be warned three times about problem behaviors. The first time will be considered strike one and the person will receive a verbal warning. The second time will be considered strike two and the person will receive a second verbal warning. The inability to correct the problem behavior will result in strike three and an appropriate disciplinary measure will be assigned. Examples of appropriate measures include sprinting, removal from the activity or area, and benching.

In situations where repetitive problems exist, a conference between those involved will be arranged by either the President, the Parent-At-Large and/or the Coach's Representative. The situation will be referred to the full BJHL Board of Directors for further action and/or review.

Major behavior problems such as physical abuse, harassment, or other disruptive or abusive activities or behaviors, which intentionally cause bodily harm or endanger the safety and well being of others will result in immediate suspension from BJHL pending a hearing before the Board of Directors.

All disciplinary actions, including strikes, warnings and discipline measures will be documented by the appropriate Coach and copies will be submitted to the Coaches Rep. and considered active until the end of the season.

Booster Club

The BJHL Booster Club is the fundraising/special event arm of the Burrillville Junior Hockey League. Each year the Booster Club strives to help underwrite the cost of the hockey program with the money they raise, allowing as many players and their families to participate in the League as possible.

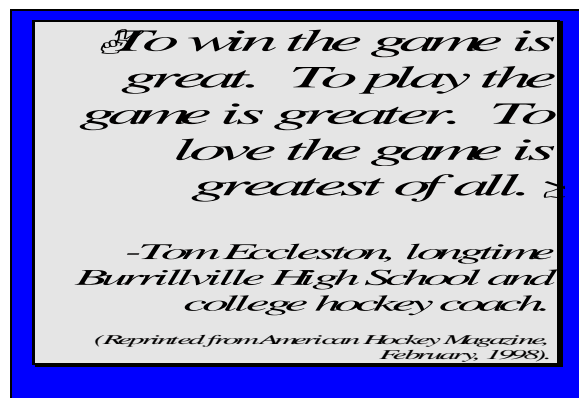
What does the Booster Club do? Here's a sampling of the activities the club is involved in:

- At the beginning of each season, the Booster Club solicits sponsorships from our friends in the business community for both the House and Travel Teams. The money raised from these sponsorships help to purchase House League jerseys, Travel uniforms and equipment for the League.

- With the help of members of the BJHL, the sale of Raffle tickets and Fundraisers generates much needed revenue to keep the cost of participating in the League more affordable for our players and their families.
- Looking for some new equipment? The Booster Club organizes a Skate and Equipment Swap prior to each season, allowing members of the League to exchange outgrown equipment for new for the upcoming year.
- The Booster Club provides special activities for the children who participate in the Instructional Program, including Halloween give-away, a visit from Santa during the holidays and a year-end party.
- The Booster Club schedules and coordinates team and individual photo sessions, providing a lasting memory of the season!
- Throughout the season, the Booster Club publishes a newsletter to keep BJHL members informed of any news concerning the League or upcoming events and happenings.
- The Booster Club organizes the annual Teams Awards Banquet at the end of the season. In addition, the Booster Club purchases tickets to the banquet for the players and coaches of the BJHL, as well as the trophies and awards handed out each year.
- As the family of a BJHL player, you are automatically a member of the Booster Club. There are a variety of opportunities in which you can participate – serve on a committee, volunteer at an event, coordinate an activity. Your help is greatly appreciated and your support *does* make a difference

Levy Rink Rules

The Burrillville School System is working hard to make Levy Community Rink one of the best skating facilities in the state. The rink has undergone many changes and improvements. Please help maintain our rink by respecting the property inside and out and by following the rules posted near the ice entrance. We have been specifically asked to keep locker rooms clean and to protect the boards around the ice surface by not banging sticks against them. No hockey playing is allowed in the lobby or outside of the boards. Also, please note that the use of tobacco, alcohol, or other illegal substances is strictly forbidden.



USA Hockey Waiver of Liability, Release Assumption of Risk & Indemnity Agreement

It is the purpose of this agreement to exempt, waive and relieve releasees from liability for personal injury, property damage, and wrongful death, including if caused by negligence, including the negligence, if any, of releasees. "Releasees" include USA Hockey, Inc., its affiliate associations, local associations, member

teams, event hosts, other participants, coaches, officials, sponsors, advertisers, and each of them, their officers, directors, agents and employees.

For and in consideration of the undersigned participant's registration with USA Hockey, Inc., its affiliates, local associations and member teams (all referred to together as USAH) and being allowed to participate in USAH events and member team activities, participant (and the parent(s) or legal guardian(s) of participant, if applicable) waive, release and relinquish any and all claims for liability and cause(s) of action, including for personal injury, property damage or wrongful death occurring to participant, arising out of participation in USAH events, member team activities, the sport of ice hockey, and/or activities incidental thereto, whenever or however they occur and for such period said activities may continue, and by this agreement any such claims, rights, and causes of action that participant (and participant's parent(s) or legal guardian(s), if applicable) may have are hereby waived, released and relinquished, and participant (and parent(s)/ guardian(s), if applicable) does(do) so on behalf of my/our and participant's heirs, executors, administrators and assigns.

Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge, understand and assume all risks relating to ice hockey and any member team activities, and understand that ice hockey and member team activities involve risks to participant's person including bodily injury, partial or total disability, paralysis and death, and damages which may arise there from and that I/we have full knowledge of said risks. These risks and dangers may be caused by the negligence of the participant or the negligence of others, including the "releasees" identified below. These risks and dangers include, but are not limited to, those arising from participating with bigger, faster and stronger participants, and these risks and dangers will increase if participant participates in ice hockey and member team activities in an age group above that which participant would normally participate in. I/We further acknowledge that there may be risks and dangers not known to us or not reasonably foreseeable at this time. Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge, understand and agree that all of the risks and dangers described throughout this agreement, including those caused by the negligence of participant and/or others, are included within the waiver, release and relinquishment described in the preceding paragraph. I/We agree to abide by and be bound under the rules of USA Hockey, including the By-Laws of the corporation and the arbitration clause provisions, as currently published. Copies are available to USA Hockey members upon written request.

Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge, understand and assume the risks, if any, arising from the conditions and use of ice hockey rinks and related premises and acknowledge and understand that included within the scope of this waiver and release is any cause of action (including any cause of action based on negligence) arising from the performance, or failure to perform, maintenance, inspection, supervision or control of said areas and for the failure to warn of dangerous conditions existing at said rinks, for negligent selection of certain releasees, or negligent supervision or instruction by releasees.

Participant (and participant's parent(s)/guardian(s), if applicable) agree if any claim for participant's personal injury or wrongful death is commenced against releasees, he/she shall defend, indemnify and save harmless releasees from any and all claims or causes of action by whomever or wherever made or presented for participant's personal injuries, property damage or wrongful death.

Participant (and participant's parent(s)/guardian(s), if applicable) acknowledge that they have been provided and have read the above paragraphs and have not relied upon any representations of releasees, that they are fully advised of the potential dangers of ice hockey and understand these waivers and releases are necessary to allow amateur ice hockey to exist in its present form. Significant exclusions may apply to USA Hockey's insurance policies, which could affect any coverage. For example, there is no liability coverage for claims of one player against another player. Read your brochure carefully and, if you have any questions, contact USA Hockey or a District Risk Manager.

RIAHA RELEASE RULE

The following Release Rule became effective May 1, 1996

GENERAL TWO: PLAYER RELEASES

- 1) The RIAHA and each MA prohibits recruiting and other similar and harmful abuses of the spirit of amateur hockey. Each MA shall strictly abide by the ban on recruiting. Players, parents and coaches are encouraged to take reasonable steps to avoid transferring from one MA to another and to apply for a release only when necessary. A release allows a player to transfer from one MA that the player is registered with to another MA.
- 2) A player will be released provided that:
 - a) A request for a release is made in writing to the MA that the player is registered with between June 1 and July 31.
 - b) All financial obligations of the player and the player's family to the MA with which the player is registered with are met.
 - c) The player has not had a previous release.
- 3) A request for a release shall be acted upon within 21 days of receipt of the request by the Board of Directors or the appropriate officer(s) of the MA with which the player is registered. The release must be in writing and a copy must be sent to the President of RIAHA within 7 days after the release is granted to be effective.
- 4) A player released under paragraph (2) above shall not be permitted to participate in any State League game, or any competition sponsored or sanctioned by RIAHA, until after July 1 of the following year.
- 5) A released player shall have none of the limitations on participation described in paragraph (4) above if in the opinion of the release committee of RIAHA:
 - a) The MA of which the player is registered with ceases to exist, except because of a merger, or
 - b) The player has changed domicile and the change of the domicile is a hardship to that player or the player's family; or
 - c) A reason deemed by the RIAHA release committee to exist which, for the well-being of the player and the player's family, warrants a release without limitations. An example of such a reason, among others, would be a significant change in the program of the MA with which the player is registered.
- 6) A player seeking a release for a second time or more time shall apply directly to the EB of RIAHA (Care of the President of RIAHA) which has the discretion to grant or deny the request consistent with the spirit and purpose of these rules and regulation. Upon receipt of this request the RIAHA President shall notify players previous MA.
- 7) A request for an unconditional release shall be sent to the President of RIAHA in writing between August 21 and September 30. The President of the RIAHA shall notify the player's previous MA of said request.
 - a) A request for an appeal of the RIAHA release committee's decision for an unconditional release must be made in writing to the President of the RIAHA between October 1 Thru October 15. The EB will render a decision by October 31.
- 8) Any player from Mite "B" and above, who has never played in a State League game may leave one MA and go to another MA without any penalty (unconditional.) Any player under Mite "B" or in instructional may also move without penalty. Players should follow the normal release procedure listed under RIAHA RULES AND REGULATIONS-GENERAL TWO that is listed here.

It is further understood and agreed that by registering a child with this MA that the child shall be subject to and shall abide by the Constitution and By-Laws of this MA and RIAHA.

**Burrillville Junior Hockey League and Booster Club
Constitution and By-Laws
As amended on March 28,2005**

[Constitution](#)

Article One – Name

The Name of the organization shall be the Burrillville Junior Hockey League and Booster Club.

Article Two – Purpose

To improve and promote the development of hockey in the town of Burrillville, both as a recreational activity and as a competitive sport.

Article Three – Membership

1. All persons interested in helping fulfill the purpose of the organization by being actively involved in the organization. That is all board members, coaches, and other instructional personnel working in the organization, as well as parents or guardians of each paying family.
2. Membership is drawn from all levels of competition ;Instructional, Mites, Squirts, Peewees, Bantams, Midgets and Girls Programs, whenever these and other groups are present in the program.
3. Each division shall have such rules and regulations as the majority of persons within that division deem necessary, but no case in conflict with the by-laws and constitution of the Burrillville Junior Hockey League and Booster Club.

Article Four – Government

1. Management of affairs of the Burrillville Junior Hockey League (BJHL) and Booster Club shall be vested in the Board of Directors.
2. The Board of Directors shall consist of:
 - a. President – presiding as Chair
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Coaches Representative
 - f. Registrar
 - g. Scheduler
 - h. Parent–At-Large
 - i. Booster Club President
3. All business transacted by the Board of Directors which is not subject to approval at a general meeting shall bind the organization.
4. One half of the Board of Directors being present at a meeting of the Board of Directors constitutes a quorum at the meeting.
5. No proxies will be allowed.

Article Five – Officers

1. The officers of the league shall consists of:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Coaches Representative
 - f. Registrar
 - g. Scheduler
 - h. Parent–At-Large
 - i. Booster Club President
2. The officers of the league shall be nominated by the Board of Directors at the annual meeting, to be held at the end of the season, and subject to voter approval of the general membership at this meeting. Nominations may also be made from the floor by parents of registered players who are in good standing with the league. No parent is allowed to nominate a person or vote if he or she has an outstanding balance form the previous season. A written vote will be taken.
3. The Officers of the Booster Club shall consist of:
 - a. President
 - b. Vice President
 - c. Secretary/treasurer

4. The Officers of the Booster Club shall be nominated by the general membership at the annual meeting. Nominations may be made from the floor by parents of registered players who are in good standing with the league. No parent is allowed to nominate a person if he or she has an outstanding balance from the previous season.

Article Six – Duties, Selection and Lengths of Term for Officers, Members and Appointees

1. The Officers of the League shall, by virtue of their election serve as members of the Board of Directors during their term.
2. The President shall preside over all meetings. Perform all such executive and administrative work as would naturally fall within the duties of this office.
The President will also oversee the Web site and computer hardware and software applications utilized by BJHL for the purpose of conducting said business. The President will also assign duties and responsibilities to others within the organization of said programs as deemed necessary to insure site is properly maintained.
3. In the absence of the President, the Vice-President will preside. The Vice President will also oversee the coordination of the House League and coordination of standings to the WEB Site and shall oversee the coordination of the Instructional programs. The Vice President shall name coordinators for each division subject to approval by the Board of Directors. The Vice President, in conjunction with the Coach's Rep, shall also make recommendations for development programs.
4. The Secretary shall keep a record of all meetings, shall be responsible for all correspondence within the League and with other associations. The Secretary shall also be responsible for submitting the annual report to the Corporations Division of the Secretary of States Office to keep the League charter current. Shall assist the Registrar as needed during the annual registration process.
5. The Treasurer shall be the custodian of all funds and shall maintain all financial records. Specifically, the treasurer shall:
 - a. Receive and disburse monies for the League as described by the bylaws and as prescribed by the Board of Directors
 - b. Collect fees, as prescribed by the Board of Directors.
 - c. Be responsible for any federal, state, or local taxes and the timely filing of required tax forms.
 - d. Be responsible for the preparation of a budget, which is an itemized summary of anticipated income and expenses for the upcoming fiscal or administrative year, subject to approval by the Board of Directors.
6. The Registrar's primary duties will include:
 - a. Coordination of annual registrations.
 - b. Responsible for submitting all registration forms and rosters to RIAHA/USA Hockey in a timely manner.
 - c. Provide accurate registration to Treasurer for billing purposes.
 - d. It will be the responsibility of the Registrar to inform any player of ineligibility due to delinquent payments. Coaches will not be responsible for this action as it may be misunderstood as disclosure of delinquent credit.
 - e. Maintain and update information on registered players and coaches.
 - f. Insure that all registered personnel within the organization have submitted all necessary paperwork: i.e., "Consent to Treat" forms, birth certificates, signed form regarding release procedures, etc. and obtain Travel Permits for teams traveling to out of state tournaments
7. Scheduler
 - a. The Scheduler will oversee and maintain the development of schedules for Home games and practices.
 - b. Oversee the coordinating of any required referees for scrimmages and State League home games played at Levy rink. .
8. The Coaches Representative primary duties will be to perform the following:
 - a. Liaison between coaching staff and Board of Directors.
 - b. Inform coaches of Coaching Certification classes.
 - c. Recommend or coordinate coaching clinics.
 - d. Monitor practice sessions / games and insure travel team game sheets are sent in within 24 hours to State League by the travel Coaches.
 - e. Identify any weakness and work with coach for resolution.
 - f. Work with the Parent-At-Large and President to resolve any player/parent/coaching problem that arise in accordance with League discipline policies.
 - g. Responsible for collecting all coach's applications and present them to the Board of Directors for coach selection.
 - h. Recommend, without bias, personnel for coaching positions. Subject to approval by the full Board.
 - i. Assist with the development and implementation of a coaching evaluation system, subject to approval by the Board.
 - j. In conjunction with Vice President, make recommendations for development programs.
 - k. The coach's representative will oversee the coordination of the skills/power skating program as adopted by the Board of Directors.
9. The Parent-At-Large will perform the following duties:

- a. Serve as parent spokesperson at the Board of Directors and general meetings. Problems that arise will be brought up at Board meetings through the Parent-At-Large.
 - b. Monitor and answer suggestions from the Suggestion box.
 - c. Coordinate the tryout process for both Spring and Fall with the Board of Directors and oversee final results.
 - d. Assist with coaches application review and background checks along with President and Coaches Rep
 - e. The Parent-At-Large will serve as the coordinator of Team Parents with the Head Coaches and Booster Club President.
10. Primary responsibilities of the Booster Club, as directed by the Booster Club President shall be to:
 - a. Hold monthly meetings during the season with members of the Booster Club and delegated travel team parents to strengthen communication and develop fundraising opportunities.
 - b. Obtain sponsors for travel and house league teams and conduct other fundraisers as necessary
 - c. Coordinate, distribute and maintain uniforms and equipment as approved by the Board of Directors
 - d. Coordinated annual BJHL tournament and other fundraising activities within the League.
 - e. Write newsletters to keep the membership informed of League activities in coordination with League President
 10. The Board of Directors may also appoint additional, non-voting positions to ensure smooth operation of the League. Examples include instructional coordinator; power skating coordinator, division coordinators, etc.
 11. Coaches-All applicants for coaching positions shall submit an application to coach. The Board of Directors based on criteria that emphasize an applicant's experience and coaching education levels will choose coaches. The Duties of Coaches shall be as follows: organize, instruct and accompany their teams to scheduled league games. All coaches and assistants shall be expected to strive for the highest standards of performance and sportsmanlike conduct and shall personally set good examples for the children they coach. BJHL Coaches shall adhere to the USA Hockey Code of Conduct for coaches at all times. All BJHL coaches shall be subject to a criminal background check prior to coaching a team.
 12. The President and Vice President will be elected for 2-year terms with each being elected in alternating years. This will ensure that at least one Board Member will have the experience of dealing with the State League and can guide and direct any new Board Members. All other Board members shall be elected to one-year terms at the annual meeting.
 13. The Board of Directors shall in no way interfere with the selection of teams, at any level or form. This causes a conflict of interest and can be misconstrued as "political".
 14. The Board of Directors shall operate and conduct themselves under the following Code of Ethics.
 - a. Trustworthiness – Honesty and integrity with one-another, loyalty to the League, uphold confidentially as it relates to Board issues.
 - b. Respect – Privacy of Board Issues, courteous to League Members
 - c. Responsibility – Accountability of assigned tasks, Pursuit of excellence in League Development
 - d. Fairness – Impartiality, consistency, due process as it relates to League matters
 15. All Board officers shall maintain a personal e-mail address to conduct league business, to insure a high level of communication efficiency.

Article Seven – Resignations, Vacancies and Terminations

1. Any Officer, Director or Coach resigning during his/her term of office shall submit his resignation in writing to the Board's Secretary or President.
2. Any Officer, Director or Coach verbally resigning, to the Board's Secretary or President, shall be considered terminated within 3 (three) days unless he reapplies and is re-appointed by the Board. An interim coach or officer may be immediately appointed by the President subject to approval by the Board at their next meeting. Subject to final approval by the general membership at the next general or annual meeting, whichever comes first?
3. All Coaches and appointed officers shall be expected to carry out their duties as set forth by the Constitution of the BJHL. If the best interest of the players or the League is not being met, or Ethics violations occur any official may be subject to Board review and may be removed from their position at the discretion of the Board – 2/3rd vote of the entire Board being necessary for such dismissal.

Article Eight – Meetings

1. Board of Directors shall meet at least once monthly in executive session during the hockey season to coordinate league business.
2. The Annual Meeting shall be held each year, at the end of the hockey season.
3. Annual preseason orientation meeting shall be held in August each year as appropriate.
4. During the hockey season, the Board of directors shall hold bi-monthly general meetings with membership to keep members informed of league activities.
5. All meetings are to be held at the call of the League President.
6. There shall be public notice of all meetings.

Article Nine – Orders of Business

1. Roll Call
2. Reading of minutes and communications
3. Report of Officers
4. Report of Directors of various divisions
5. Unfinished business
6. New business
7. Good of the Cause
8. Adjournment

Article Ten – Finances

1. Finances shall come from registrations, sponsors, town appropriations and other special donations or fund raising activities.
2. The Board of Directors will set registration and Tuition fees annually.
3. The financial books of the League and Booster Club shall be audited annually prior to the annual meeting by an auditing committee consisting of the qualified individuals as appointed by the Board of Directors. The Audit Committee will prepare an audit report to reflect findings and recommendations. If no irregularities are found, the members of the Committee will sign the report. The Audit report will be presented to the general membership at the Annual Meeting.

Article Eleven – Amendments

This Constitution may be amended by majority vote of the Board of Directors present at any meeting called for that purpose subject to the approval of the general membership at their next annual meeting.

By-Laws

Article One – Registration and Eligibility

1. The Board of Directors shall determine the registration fee for players in the program.
2. All players must be registered with the BJHL by October or at such time final registrations are made with the Yankee Conference and AHAUS.
3. Only youths in the Town of Burrillville shall be eligible to play in the BJHL at fees designated for town use.
4. Youths from other communities which do not have programs may be accepted at fees commensurate with out of town rates with the approval of the Board of Directors
5. The BJHL may accept players from other organizations only if State League Release Rules have been followed.
6. All players registering for the BJHL must show proof of residency in the Town of Burrillville at time of registration i.e. Utility Bill, Tax Bill, and Fire District Bill etc. If residency cannot be confirmed the day of registration the out of town fee will be applied at registration. If need be, the out of town fee will be credited once residency is confirmed by the registrar.

Article Two – Appeals and Protest

1. A team may appeal a disputed case to the Board only after it has been heard or refused a hearing within its own division by the division's director. All decisions of the president shall be final except if overruled by a special meeting of the Officers and Divisions involved.
2. No Officer or board member may be permitted a vote on a dispute which he is involved.
3. Appeal of the Board's decision may be requested. In this case a special meeting will be held with league officers and people involved within the specific division that the dispute or appeal occurred. The Appeals Board will consist of the following: President, Vice President Secretary, Treasurer, Registrar, Coaches Representative, Parent-At-Large, Scheduler, Booster Club President and other individuals to be named by the President, who would have knowledge or involvement of appeal or protest.

Article Three – Classification

Shall be classification as listed in the official AHAUS guide.

Article Four – Releases

A request for release, stating reason, from the BJHL to play elsewhere is required in writing and must be submitted by June 30 of each year made to President of this League within the dates specified by State Chapter. The release will be submitted to the Board of Directors for action during the next scheduled meeting.

Article Five – Tryouts

1. The goal of tryouts is to ensure that BJHL player are selected and placed on the team that best meets his or her playing skills and abilities.
2. The Board of Directors will make appropriate effort to appoint up to three (3) evaluators who have no direct relationship with players on the Division being evaluated. The evaluation team will be stationed throughout the rink away from parents, players and each other. Evaluators will rate players on skill categories recommended by USA Hockey for each Division (Mite, Squirt, Peewee, Bantam, Midget, Girls).
3. At the conclusion of the tryouts, the evaluators will rank the players according to scores. The BJHL Board will oversee this process.
4. Players must be present at two of the three-tryout sessions, regardless of illness or injury. One session will be skills and attendance is mandatory. Sessions two and three will be scrimmages; one of the two is mandatory. Special cases can be appealed to the Board of Directors.
5. After travel team selection has occurred a recommendation on level of team play A1 or A2 will be presented to the Board of Directors by Selected A Head Coach. The BJHL Board of Directors will review division of play recommendation. If A2 is recommended and approved by the Board, the President will make a recommendation to State League Board. RIAHA State League Board will have final say if A2 level is approved.

Article Six – Discipline

In an effort to promote good sportsmanship and to guide the development of our players, the League will adhere to USA Hockey Codes of Conduct for Players, Parents and Coaches. The Codes, combined with the disciplinary policy that follows, are intended to foster an environment in which BJHL players can learn and develop without the distractions of unsportsmanlike conduct. The Burrillville Jr. Hockey League policy on discipline is to try to handle most situations between the player, parent, and/or coach or instructor.

1. BJHL will operate on a three strikes/you're out method for minor behavior problems that fail to meet the above Codes of Conduct. A member will be warned three times about problem behaviors. The first time will be considered strike one and the person will receive a verbal warning. The second time will be considered strike two and the person will receive a second verbal warning. The inability to correct the problem behavior will result in strike three and an appropriate disciplinary measure will be assigned. Examples of appropriate measures include removal from the activity or area, and benching. All disciplinary actions, including strikes, warnings and discipline measures will be documented by the appropriate Coach and copies will be submitted to the Coaches Rep. And considered active until the end of the season.
2. In situations where repetitive problems exist, a conference between those involved will be arranged by either the President, the Parent-At-Large and/or the Coach's Representative. The situation may be referred to the full BJHL Board of Directors for further action and/or review.
3. Major behavior problems such as physical abuse, harassment, or other disruptive or abusive activities or behaviors, which intentionally cause bodily harm or endanger the safety and well being of others will result in immediate suspension from BJHL pending a hearing before the Board of Directors of the League.

Article Seven – Miscellaneous

1. The Board of Directors shall designate a sufficient number of members to assure representation to the meetings of the Rhode Island Chapter Yankee Conference.
2. The rules covering the play of the organization shall be those of AHAUS except where amended by Yankee or the BJHL.
3. These by-laws may be amended by a majority vote of members of the BJHL at the next annual meeting.
4. Injuries. Players who are under the care of a physician for injuries must provide the League, through the Parent-At-Large, with a written confirmation from the physician that the player is physically fit to play hockey before returning to action.
4. Head coaches are to coordinate approval with the League President and any affected Head Coaches the additions or "borrowing" of registered players before any plans or commitments are made, this also includes any modifications to tournament play rosters.
5. An updated League Handbook will be maintained and distributed to all League Members at time of Registration.
6. A mandatory equipment "dress code" will be mandated and communicated in the Handbook as approved by the Board of Directors. And is to be communicated to all "New Members" at time of Registration.

