



2024 ASAA FIRST NATIONAL CUP

DII & DI Hockey State Championships Policies & Procedures

Conference Tournament Sites: All conference tournament directors must submit by email their full tournament game results to championships@asaa.org prior to the deadline.

ASAA Handbook Hockey Policies and Procedures: Please review this document on ASAA.org to get information on the following for the regular season and the state championships.

- Regular Season information for schools/teams
- State Berths
- ASAA Adopted Overtime Policy
- At-Large Berth and Seeding/Bracketing Policy & Procedures

Schedule of Events & Results: The DII and DI state championships schedule is posted on the hockey coaches information page at ASAA.org and ASAA365.com.

Practice Time: Practice time for DI on Wednesday, Feb 7 is available for practice at the Curtis Menard Sports Complex. To schedule a practice contact Benjamin Ott (907-357-9100, bott@ci.wasilla.ak.us) by the end of the day Tuesday, February 6. The cost is incurred by the team who has practice. DII practice is available at the facility, however, coaches must contact Soldotna AD Phillip Leck (pleck@kpbsd.k12.ak.us) to coordinate the limited time.

Hockey Rules: This event will be conducted in compliance with the 2023-2024 National Federation Hockey Rule Book. In addition, ASAA supplemental rules will be enforced. For all the supplement rules please refer the the Hockey section in the ASAA Handbook.

Mercy Rule: Upon reaching a 10 or more goal differential at any time during the game, a running clock will be used. Once begun, the running clock will be stopped only for team, official, or injury timeouts.

DI & DII Mandatory Coaches Meeting: There will be a mandatory coaches meeting on Thursday morning at 9:00am at the ice rink location for each tournament. State policies and procedures will be reviewed, rosters, passes, and coaches packets will be given out at the meeting.

Rosters: ASAA is using BigTeams for its School Activities Reporting System (SARS). Schools will need to submit rosters and indicate which students are going to be on the state roster thru this system. This can be done by accessing the hockey varsity roster and indicating the students which will participate at state. Jersey numbers, positions, grade etc. should be entered as well. Deadlines

DII: February 1-2-3
Soldotna Regional Complex

DI: February 8-9-10
Curtis Menard Sports Center

DII - SAT, JAN. 27 - 10:00 PM
DI - SAT, FEB. 3 - 10:00 PM

- Conference Results & State Qualifiers submitted to Email: championships@asaa.org
- All Season Results listed on ASAA365.com

DII - SUN, JAN. 28 - 2:00 PM
DI - SUN, FEB. 4 - 2:00 PM

- [Eligibility Roster Finalized](#)
- [State Entry Form](#)
- [Code of Conduct Form](#)
- [Photo Upload Form](#)
- [Good Sport Selection Form](#)

Sideline Cheer Squad Forms

- [Eligibility Roster Finalized](#)
- [Code of Conduct Form](#)

DII - TUE, JAN. 30 - 5:00 PM
DI - TUE, FEB. 6 - 5:00 PM

- [Academic Award](#)

DII - THUR, FEB. 1 - 9:00 AM
DI - THUR, FEB. 8 - 9:00 AM

- Mandatory Coaches Meeting at the Soldotna Regional and Curtis Menard.

for DII rosters is Jan. 28th 2pm, and DI deadline is Feb. 4th 2pm.

Official Team Rosters: Coaches must verify official rosters at the Coaches Meeting prior to leaving the coaches meeting. A copy of your roster (max 20 players) will be included in your coaches packet or emailed to you for review. Once reviewed and confirmed or adjusted, no changes to roster personnel may be made. If a jersey number changes, coaches must notify scorekeepers prior to the start of the game.

Passes: Each participating school will be issued passes for state championships, based on the following guidelines.

- **Coaches:** To qualify for a Coach's pass the coach must be certified and listed on the State Entry Form. Additionally, the coach must have been part of the program all season. The bench/sideline numbers will not increase regardless of the number of passes issued. At all times, coaches must wear or have on their person, their pass while on the bench or sideline. If not, the school will be fined \$25 by ASAA championship staff.
- **Participants:** Student participants and managers should be included on the roster.
- **Administration:** Passes will be provided for each qualifying school's administrator. There is no charge for this pass. Please let ASAA know if you plan on attending to make sure we have a pass for you. The supervising administrator should check in at the event entrance upon arrival to receive a pass.
- **Adult Medical Passes:** Schools medical team members must check in with ASAA staff or ASAA Medical Staff (OPA) at the state championship site prior to competition to receive a medical pass.
- **Security and ASAA staff members will be checking each player and coach for their pass. You will not be allowed access into the facility without a pass.**
- **All passes are non-transferable and will be confiscated if used fraudulently.**
- **If you lose a pass you will have to purchase regular tickets or your school may be billed.**

Bench Area & Personnel Rules: Below outlines the rules for team benches and who are allowed there.

- The allotted team bench/sideline can include a combination of managers and coaches, that is coaches discretion.
- ONLY student participants/managers, and adult coaching staff are allowed in the bench area.
- Non-roster players that are not part of the student managers, fulfilling a managerial role, or one of the purchased passes are not allowed on the bench.
- Due to safety concerns it has been mandated by ASAA that only individuals of 7th grade school age or above may be on the sideline area during state championship games/matches, but only with a pass.
- Clean up your bench area after your games..

Daily Pre-Game Schedule: Please consult the 2024 First National Cup Daily Pre-Game Schedule for home/visiting team assignments, warm-up procedures, locker room assignments. This is provided once teams are known, and will be in the coaches packet given during the mandatory coaches meeting.

Home/Visiting Team: Home Team is the highest seeded team in each game. Visiting team will be the lower seed.

Hockey Pucks: ASAA will provide warm-up and game pucks.

D2 Hospitality Room: The hospitality room will be located at the top level behind the bleachers in a curtained off area of the Soldotna Regional Sports Complex.

D1 Hospitality Room: The hospitality room will be located on the top level of the Menard overlooking the ice on the track. This area is for the team coaches, tournament staff, and officials. This is not an area for hockey players and their families.

Officials: ASAA has selected certified officials for this event. Official nominations have come from hockey officials associations, coaches, school administrators, and other tournament site administrators. Every attempt is made to bring in qualified officials from around the state.

D2 Bus Parking: Busses can drop kids off at the front door, then park on the SOUTH EAST CORNER of the facility

D1 Bus Parking: Please have team busses park in the NORTH LOT for D1!! This is the new parking area that has opened up on the North side of the Curtis Menard Sports Center.

Late/Absent Team Procedure: If a team is late to their scheduled game time due to weather or travel difficulties, arrangements will be made by tournament staff for the appropriate rescheduling of that game if at all possible. After the first day, if a team did not arrive by the end of the scheduled contests, that team will forfeit their game and be placed in the consolation round. If a team is late due to other reasons not related to weather or travel, the game may be delayed for a maximum of 15 minutes. After that period of time, if the team has not appeared and has not contacted ASAA, the game shall be recorded as a forfeit. A team arriving 0-15 minutes after their scheduled time of play will have a maximum of 5 minutes of warm up time.

Medical: Orthopedic Physicians of Anchorage (OPA) is the official ASAA State Championships Medical provider for DI. They will be onsite during the entire DI championship tournament to help provide medical help for injuries. Each team must provide all their own materials and supplies - including tape - if athletes are going to be taped. For DII Kenai Spine will be the official medical provider in Soldotna.

Concussion Information: Please refer to the [ASAA Concussion Information](#) page on [ASAA.org](#).

ASAA Statewide Passes: During this event ASAA Statewide Passes are still good to get the pass holder only into the hockey state championships. This pass DOES NOT ALLOW RINK ACCESS, only free access into the building.

Event Supervision: Each participating school will be requested to identify an administrator or other person approved in advance by the principal who is responsible for the conduct of its coaches, participants and fans throughout the contest, as defined in the ASAA bylaws Article 6, Section 4. Please have the designee check in with ASAA staff upon arrival at the event.

Broadcast Media: The NFHS Network will be webcasting ALL hockey matches live on [NFHSnetwork.com](#).

Live Streaming: LIVE STREAMING DURING ASAA EVENTS IS STRICTLY PROHIBITED.

Public Picture/Video: Individuals are encouraged to take pictures and video clips of the games and entertainment that will be happening throughout the event. People who are not ASAA Credentialed Media/Temp Media must stay in spectator areas. Spectators are not allowed onto the floor to picture/video of the games. Event security and ASAA staff will remove individuals who are in areas spectators are not allowed. LIVE STREAMING DURING ASAA EVENTS IS STRICTLY PROHIBITED!! ASAA has the granted broadcast rights to this whole event. Any rebroadcast or republication of this event and event programming LIKE FACEBOOK LIVE or other live streaming platforms is strictly prohibited. Security or other tournament staff see live streaming of games you will be asked to shut it down or if uncooperative,

escorted out of the building. ASAA will be monitoring social media platforms for violations.

School/Team Event Video or Photography: Video & Photography service of this event will not be provided by ASAA. Teams are encouraged to make other arrangements if they wish a video copy or photography of their performance.

- **TEAM VIDEO RECORDING:** A School/Team can video their performance as long as it is not live streamed. Student team managers or assistant coaches can record their performance.
- **PHOTOGRAPHY:** Special and limited arrangements can be made for the school yearbook staff or an adult that is approved by the school administration. A team may request one (1) pass to gain access to this event for team photography. The request must be emailed to media@asaa.org by TUESDAY 2:00 PM the week of the state event. Once we receive the request ASAA will communicate with the school to provide more information including areas to take photos. ASAA Credential Media, ASAA Photographer, and ASAA approved TV/Webcast production crews are the only people allowed to photograph and video outside the spectator area unless approved by ASAA.

Music: All music played for warm-ups and during the game is provided by ASAA. Teams may not submit music.

Spectator Support Items | Artificial Noise Makers: ASAA prohibits laser pointers, whistles, and any explosive devices or explosive sounds at ALL state championship events. Once play starts noise makers are not allowed.

School Signs: Schools are allowed to hang signs that are positive and directed only towards the schools team. Signs are ALLOWED TO BE HUNG WITH BLUE PAINTERS TAPE ONLY! No Glue or Duck Tape! School signs will be removed if hung over sponsor, exit, or other ASAA signs.

Sideline Cheerleaders: Cheerleaders will be permitted to come in free when they arrive as a team already dressed out. No locker rooms are available at the facility. Cheerleaders can be in front of the first row area only while in uniform. They must sit while the teams are playing and can only stand 12 members at timeouts, dead time (after goals, penalties, etc), and between periods. If your cheerleaders are planning on attending they MUST follow the team roster procedures, and fill out all the state hockey forms. All these forms must be completed prior to cheering.

Pep Bands: School pep bands and drum lines are encouraged to accompany their teams to the state championships! Seating area space is limited and will be granted ONLY if ASAA has been notified, walk up requests will be denied. This is a neutral site game so school pep bands may attend state championship events when conditions allow. Specific guidelines must be followed as to when bands may play (only at pre-game, after a score, and the end of quarters). Musical instruments may not be used as noise makers during the contests.

Pep Bands must adhere to the following:

1. *Contact ASAA Associate Director Isaiah Vreeman (isaiah@asaa.org) by 5pm the Monday prior to the event.*
2. School Administrators shall confirm the "Pep Band" typically performs during regular season games of the team they are coming to support.
3. The student's performing in the "pep band" shall:
 1. Meet all ASAA eligibility requirements
 2. Listed on the school's pep band roster in the School Activities Reporting System
4. ASAA doesn't provide power for pep bands outdoors.

On the day of the event, the director must meet with the ASAA Associate Director Isaiah Vreeman, Game Announcer prior to each game for the times they will be allowed to play. Time will be allotted based on what else is planned for entertainment, crowd interaction, ASAA sponsors, and special guests. ASAA will provide all directors a timeline with details on what is planned during the game along with pre and post game.

1. May play before the game begins as times allows.
2. May play at halftime/between periods before or after any performances/promotions as times allows.
3. May play between quarters/periods and during time-outs as long as it does not interfere with coach's ability to communicate with players or any ASAA sponsorship promotions.
4. May play at the end of the contest as times allows.
5. May not play during live action.
6. Musical instruments may not be used as noise makers during the contests.
7. Participation fees will be charged.

Reminder that this is a NEUTRAL SITE game, so even with only one pep band at a game, they will not be allowed to play a whole warm up period or halftime. If a pep band doesn't follow the direction of ASAA state staff instructions and times for playing, they will be warned first. If it happens again they will not be allowed to play for the rest of the tournament.

Parents/Fans/Spectators: Parents, fans, and spectators are ENCOURAGED to review ASAA365.com and ASAA Social Media accounts for ticket and building information, parking maps, brackets, schedule, promotions, and more!

Spectator Etiquette: All spectators are restricted to the spectators areas. ASAA staff and officials are empowered to remove anyone displaying unacceptable conduct from the area and may temporarily suspend the championships, if necessary.

State Merchandise: Northwest Designs is the Official State Merchandise Vendor. NWD will have a large variety of apparel and feature on-site printing with customized made to order commemorative items. A web store is also available online at ASAA.org homepage [Northwest Designs Link](#).

Awards: Please review the [ASAA Handbook Hockey Policies and Procedures](#) State Championship section for a list of the awards.