New England Preparatory School Girls Ice Hockey Coaches' Association

Constitution 2025-2026

Article I: Name and Purpose

A. The name will be the New England Preparatory School Girls Ice Hockey Coaches' Association (NEPSGIHA).
B. The purpose of NEPSGIHA shall be:
   1. To foster and promote the sport of ice hockey among the prep schools of New England;
   2. To provide uniformity in conducting Association contests;
   3. To advise athletic directors on scheduling issues and tournament play. In these arrangements, due consideration should be given to the student-athletes involved;
   4. To oversee the organization and running of the New England Tournament.
   5. To communicate actively and purposefully with administrators and officials working NEPSAC contests to promote safe and fair competition as well as to ensure the understanding of the Association's goal of maintaining a utilitarian approach (serving the greatest amount of teams and athletes) to competition and scheduling.

Article II: Membership

A. Membership is open to all schools who are members of the New England Preparatory Athletic Council (NEPSAC).
B. The annual dues for NEPSGIHA are $65. These should be paid by December 1st of each year.
C. NEPSGIHA will hold its annual fall meeting in October or early November at a location to be determined or will be held via zoom.
D. The membership year runs from September 1 to August 31. Schools who fail to pay dues will be subject to non-representation at the annual meeting and banned from N.E. playoff consideration for a year
E. A membership requirement is to have a representative attend one of the two NEPSGIHA meetings.The Association reserves the right to revoke a member school's voting privileges if it does not maintain attendance in consecutive years
F. Upon revocation of membership, a school must re-apply for membership and be responsible for any unpaid dues during the intervening period.

Article III: Officers

A. The Officers of NEPSGIHA shall be the Co-Presidents or President/Vice President, Treasurer and Secretary/All Star Coordinator.
   1. Co- Presidents or President
   2. Vice President
   3. Treasurer
   4. Secretary/All Star Coordinator

5. An Executive Board will be maintained consisting of members at large as well as district representatives
6. An A.D. Liaison.

Article IV: Duties of the Officers

A. Duties of the President(s)
   1. Send out annual notice to Athletic Director and Coaches;
   2. Preside at the annual meeting;
   3. Lead Playoff Selection meeting;
   4. Correspond with the athletic directors, NEPSAC officials, and coaches of the Association;
   5. Manage proper written petitions for grievances/negotiations, and if necessary, call a special meeting for the good of the Association;
   6. Help ensure that scores from the Association are reported to the League website in a timely fashion each week during the season;
   7. Ensure that the Association communicates its needs and goals to the administrations and officials concerning the Tournament selection;
   8. Direct Association publicity;
   9. Keep membership lists and records up to date, and mail out the minutes and membership lists following the annual meeting
B. Duties of the Vice President
   1. Act in the absence of the President
   2. Serve on the Tournament Selection Committee;
C. Duties of the Treasurer
   1. Maintain records of dues and other funds of the association;
   2. Report on the Associations funds at the annual meeting;
   3. Arrange for the production, distribution and payment of the trophies presented to Champions and Runners Up.
D. Duties of the Secretary/All Star Coordinator
   1. Coordinate the selection of the All-New England teams;
   2. Keep the minutes of the Association's meetings and send promptly to Presidents for distribution;
   3. Send annual financial report to NEPSAC Treasurer, Jamie Arsenault at New Hampton School.
E. Duties of the A.D. Liaison
   1. Attend all Association meetings;
   2. Serve as mediator between the Association and the NEPSAC Executive Board and report to the Board on an annual basis (or more often, as necessary);
   3. Serve as a member of the Association Executive Board and Tournament Selection Committee.

Article V: Terms of Officers

The goal of the Executive Board is to be inclusive to those individuals interested in taking a larger role within the league, while at the same time valuing continuity in the upper levels of the organization. As girls hockey is a growth sport, there is a lot of turnover and a lack of continuity within the coaching ranks – as such, the Executive Board believes in the importance of having stability in the organization. The Executive Board welcomes those interested in taking a place on the Executive Board/administration of the league. Interested members should reach out to the current president(s).

A. The President/Co-Presidents shall serve an indefinite term until the league is in a strong enough position to mandate three-year terms as voted on by the league;
B. The Secretary/All Star Coordinator and Treasurer shall serve an extended term, or as long as s/he maintains the Association's account and successfully completes all assigned duties.
C. The Executive Board members shall serve extended terms based on interest and availability, with a decided goal to maintain balance between small and large and to rotate positions as much as possible.
D. The A.D. Liaison shall serve an indefinite term, determined by the NEPSAC Executive Board.
E. Newly elected officers will begin serving their terms upon their selection.

Article VI: Meeting

A. The annual fall meeting shall take in October or November. The league also aspires to host a second meeting in the spring. One of meetings will focus on professional development and while attendance is encouraged, it is the fall meeting which will be most important in regards to information about the upcoming season.
B. Member schools shall be notified and presented with an agenda at least a week prior to any meeting.
C. Fifty percent of the membership shall constitute a quorum for the conduct of business at a meeting.
D. On formal votes, there shall be only one vote from each member school represented at the meeting.

Article VII: Rules and Conduct

A. All NEPSGIHA games shall be conducted according to the modified NCAA rules
   1. 3 periods of 18 minutes; 8 minute warm-up
   2. 2:00 for a minor penalty; 5:00 for a major penalty; 10:00 for a misconduct penalty
   3. Overtime procedure: there will be a five-minute sudden death overtime, and goalies will switch ends.
   4. There is no maximum number of players dressed.
   5. Dressing more than one goalie is not a requirement for contest.
   6. All players are required to wear a mouth guard and neck guard.

Rule discussions will take place in the annual fall meeting. With the support of the membership, the Association may modify said rules for NEPSGIHA games in order to meet the needs of the Association.

B. Under NEPSAC policies, any player who is expelled from a league contest is subject to an automatic one-game suspension from competition. The same holds true for coaches who are expelled from contests.
   1. The NEPSGIHA Executive Board serves as a clearinghouse for any appeals made by member schools and will work in consultation with the NEPSAC Executive Board if needed.
   2. The Association shall maintain a written record of any violations and issues via email and will follow up with teams as appropriate. Any expulsion from the game must be reported via email along with the reason for the expulsion.
C. Schedules and No contest/Forfeits
   1. Schedules for the upcoming season should be set by November 12, 2025 and in future years, the first Wednesday of the regular season. Also, scrimmages need to be designated prior to November 12th.
   2. Once a team's first game is played anything added to the schedule must be a scrimmage and therefore not count in the standings. Teams cannot add additional games in total, but can replace games up to that original total.
   3. When a game is cancelled, a good faith effort has been given to reschedule. Please copy Co-President(s) on email exchanges.
D. Review of No contest/Forfeits
   1. No game- no contest (both AD's agree game cannot be played)
   2. Forfeit- The circumstances that would deem a contest a forfeit should be considered highly unusual and would certainly include one school's inability to play the contest due to exceptional reasons (shortage of players due to injury, disciplinary situation.) If the competing schools' Athletic directors agree that the game should be counted as a forfeit, this decision needs to be approved by a committee that includes the Coach Association president, The NEPSAC President, and the NEPSAC Directors of Championships. In addition, when schools disagree regarding how an unplayed game should be counted, this disagreement is also settled by the before mentioned committee.
   3. AD's cannot agree that the game cannot be played (decision to be made by the NEPSAC President, Tournament Advisor and the president of the Coaches' association).

Article VIII: Practice, Recruiting, Scouting

A. In Season
   1. Practice for the winter season may not begin prior to the second Saturday in November. The season concludes with the completion of the tournament.
B. Out of Season –
   1. NEPSAC is committed to the philosophy of encouraging student athletes to play multiple sports. NEPSAC's Out of Season Coaching Policy was promulgated to

support this commitment. The interpretation of, and compliance with, this policy shall be in both letter and spirit.

2. NEPSAC prohibits institutional support for out of season coaching of a school's student athletes by a school's coaches. Schools shall not provide release time, credit, or uniforms out of season to their student athletes. Coaches shall not coach varsity athletes on non-school teams during the school year. Coaches are prohibited from coaching student athletes outside of their sport's assigned season unless otherwise specified below.
   A. Out of season during the school year coaches may not coach their team. Coaching members of your team on a club team outside of school is also not allowed.
   B. Out of season coaches are allowed to work with up to three players at a time provided that the student-athlete initiated their desire to work on their skills and that this is not required, not a standing event and not more than once per week. The spirit of this rule is to allow kids the ability to improve their skills under some coaching, not for the coach to guide and dictate what is done. The mantra of "helping when asked" is appropriate here. This is not to be used as a recruiting tool.
   C. Summer coaching is allowed.
   D. A coach may coach his/her own child out of season.

C. Recruiting

1. Recruiting Secondary school coaches shall refrain, for the purpose of recruiting, from contacting directly a student-athlete at a NEPSAC pre-preparatory school prior to that student-athlete's final year. Secondary school coaches shall refrain, for the purposes of recruiting, from contacting directly a student-athlete who is enrolled at another NEPSAC school **unless the student-athlete and/or their parent has initiated contact with the school in question**. NEPSAC middle school student-athletes should not be contacted by secondary school coaches without the permission and acknowledgement from middle school athletic directors.

2. When a player is looking to transfer potentially to another school, it is clear in the NEPSAC rules that this is the responsibility of the admissions office to make contact with the admissions office of the current school.

3. NEPSAC schools should refrain from allowing a candidate to practice with or "tryout" for a particular team. Visitors to campus should not be practicing in facilities, etc.

4. Schools cannot connect with students at junior schools until their last year (8th or 9th).

D. Scouting

1. Although verbal contact between schools is allowed, scouting (including viewing a contest or film) of future opponents without the permission of all the athletic directors involved is prohibited. Additionally, the viewing of any games that are on the public domain – livestreaming – is permissible.

Article IX: New England Tournament Games: Eligibility, Qualifications and Selection

A. Eligibility and Qualifications: Since 1988, NEPSGIHA has sponsored New England Championship and in 1995, the league added the Division II bracket. Since 2022, all schools are in the same Division and compete for the Small, Large and Elite Championship. Schools are eligible who play a minimum of fifteen NEPSGIHA contests during the regular season. The tournament is a recognition for outstanding regular season play with the primary goal being the best eight teams to be in the tournament for each division.
   1. Tournament qualifications
      a. All teams must play 15 total games to be playoff eligible.
      b. All games played against associate and affiliate member schools count. Affiliate and associate member schools are ineligible to make playoffs. If an associate and/or affiliate school is in the top 24 they are bypassed. (Lawrenceville, Hill, North Yarmouth, and Stanstead are current affiliates (8/2019).
      c. Teams may not play more than 35 games in one season, not including the New England Tournament
   2. Selections: The Selection Committee will meet on the final Saturday of the season after all regular season games have been completed. On the Saturday night/Sunday following the final regular season games, the Selection Committee will meet to make their final decisions. All selections must be approved by a majority of the Committee and communicated to the A.D. Liaison and NEPSAC Tournament Coordinator. The Executive Committee will communicate Sunday midday with the coaches and ADs of NEPSGIHA once the tournament field has been set. The tournament factors below will determine the best eight teams for each of the three tournaments.
   3. Tournament Format:
      a. Elite 8 – Top eight teams overall (ALL NEPSAC schools are eligible for this tournament)
      b. Large School Tournament – Eight teams (Larger half of all NEPSAC schools eligible)
      c. Small School Tournament – Eight teams (Smaller half of all NEPSAC schools eligible)
   4. Classification: Teams will be broken down by female enrollment the top half are designated "Large School" (LS) and the small half are designated "Small School" (SS). If there are schools at the breakpoint with equal number of female enrollment the presidents will call each school at the start of the year to determine LS or SS status.
   5. Tournament Factors: We will use RPI to determine league standings with weighting of 25% winning percentage, 21 % opponents win percentage (OWP), 54% opponents opponents win percentage (OOWP).
      a. JSPR rankings of the top 16 teams will determine who makes the Elite Tournament. JSPR has four categories:
         a. C1: Head to Head results.

    b. C2: Comparison of league RPI (no external teams- affiliates included).
    c. C3: Record against mutual opponents.
    d. C4: Record against Teams Under Consideration (TUC), based on league RPI comparison (no external, and not including each other).
    e. The four criteria of the JSPR simulation are used as tie-breakers (order: C1, C2, C3, C4).
6. Tournament Format
    a. Chuck Vernon Tournament- Elite: Top 8 Teams
    b. Patsy Odden Tournament – Large: Teams 9-16;
    c. Dorothy Howard -Small: Teams 17-24;
7. Tournament Game Information:
    a. Date: Tournament packet to be sent to all the selected teams at the start of the
    b. playoffs. The quarterfinals and semi-finals will be played on the Wednesday and Saturday at the higher seed following the final regular season Saturday of the season. The Championship games will be played at a predetermined site on the Sunday following the semi-finals.
    c. Site: Host school will be the team with higher seed. Host Schools/or higher seeded team is responsible for: Officials, Pucks, Trainer, Time Keeper, and calling in the score to Boston Globe and emailing the Co-Presidents.
8. Neutral Site Protocol- A neutral site will be determined in advance if distance is greater than 2:45 determined by google maps. The tournament committee will do their best to find a neutral site location less than 2:45 but this location need not be midway between the schools. In securing this site, the committee will insure that the higher seed does not travel farther than the lower seed. The tournament committee's decision on a location is final.
    a. Neutral site coordinator/AD is responsible for obtaining officials, payment of officials,
    b. Lower seeded team is responsible for puck, timer, and providing/securing an Athletic Trainer. (If neither school can provide an ATC or timer, please work with the host neutral site coordinator or AD to secure either or both. ATC will be paid 75 dollars per game, timers will receive 35 dollars.)
    c. Length of periods: 18 minutes
9. Overtime: Section 56. a. The ice shall be resurfaced upon completion of regulation play. The teams shall change ends and 18 minute sudden-death overtime periods shall be played with teams at regular strength i.e. 5v5
10. Jersey color: home school wears colors and visitor wears white.
11. Inclement weather: changes will be determined by the Tournament Committee and AD's of participating schools.
12. Officials (3: 2 referees and 1 linesmen) -for all tournament rounds to be obtained by and paid for by the league
13. Transportation – to be hired and paid for by the visiting school.
14. Game Clock: to be run by a paid clock official or an experienced adult from the school.

15. Video Facility – host school is responsible for providing space and electricity on a "tower" for both schools. Live streaming will be available at the finals.
16. Media coverage: Tournament Coordinator is responsible for contacting the Boston Globe, USHR, and HNIB for pre- and post-game coverage.
17. Award Ceremony: at the end of the game on the ice. Championship and Finalist Trophies presented by NEPSGIHA or host administrator. The coach of the winning team will choose an MVP of their team for the tournament. MVP Trophies will be named on a yearly or biyearly basis.
18. Facilities: Host school is responsible for and should notify visiting team about: dressing room/shower facilities for teams, restrooms for spectators, parking concerns and directions, tailgate parties (involving alcohol) not permitted.
19. Evaluation: We will give participating teams the opportunity to comment/evaluate the games' process and help the Association to make them better each year.