

# Cleveland Athletic Academy Handbook

2023-2024 School Year



**Purpose:**

The purpose of this handbook is to help students and parents understand the goals, missions, and environment that CAA student athletes will encounter during their time at the Academy. Reading and understanding this entire book is essential to your success and happiness here at CAA. Our goal is for staff, students, and parents to work together to ensure success is met in academic and athletic areas of study.

**School Hours:**

The school day starts at 8:00 AM and concludes at 3:00 PM. All students should plan to arrive within the 8:00-8:15 AM timeframe. If a student knows he or she will be late or absent for the day, then a parent or guardian must contact the CAA director prior to 9:00 AM. Repeated tardiness or absences will result in a meeting being set-up with the Directors and the parents to discuss a plan for the student.

If a student needs to arrive earlier than 7:45 AM, then prior arrangements must be made with the staff to ensure an adult is on-site to accompany the student. Students are welcome to stay after school within the classroom/rink areas if they need to wait for a ride or practice.

**School Calendar/Closing:**

CAA will run its school year starting on August 21, 2023 and conclude May 24, 2024. School will not be in session on Federal holidays, or any days noted on the school calendar. In addition, a school day may be called off if the majority (over 90%) of students are expected to be out of town due to tournaments or showcases. In the event of inclement weather or other emergencies, a text message will be sent to all students and parents no later than 7:00 AM. Please note, due to the nature of Cleveland weather there may be days where it is clear and sunny in Parma while the east side may have a foot of snow on the ground. If a student or parent does not feel safe to drive due to weather conditions, then please DO NOT COME. We will not hold it against anyone if they do not feel safe to drive; please just notify the director so we are aware of your location.

**Behavior Policies:**

The following rules apply to all athletes at ALL times while at CAA and Barons Bus Arena. Because of the severity and negative impact on our community, the following rules may result in IMMEDIATE AND PERMANENT DISMISSAL from the Academy:

- Possession of a firearm or weapon
- Violent behavior that creates a threat to other students, staff, or visitors
- Use or Distribution of drugs, tobacco, or alcohol (to include vaping)
- Theft of any sort, either from the classroom or in the rink
- Any harassment (including sexual) that is found to be threatening to the good order and discipline of the academy
- Inappropriate usage of cellphones or other technologies (ex: looking up inappropriate websites, using technologies to harass or hurt another student, etc.)

*In the case of the dismissal of an athlete, there will be no refunds of tuition, fees, or services.*

Additionally, the following offenses may result in a temporary suspension and/or removal of privileges at the Academy:

- Cheating / Plagiarism on schoolwork
- Repeated tardiness and/or skipping school
- Intentional destruction of classroom and rink property (to include vandalism)
- Bullying or hazing of another student or staff member
- Cell-phone usage in the classroom, locker rooms, bathrooms, or gyms (use common sense, don't become a safe sport violation)

### **Academic Standards:**

Students are expected to come to the Academy with the understanding that the academic responsibility is on them. While our CAA teachers and coaches will provide mentorship and guidance, students must be willing to take on the independence to ensure their work is being completed to their best potential, in a timely manner. CAA teachers will have access to a student's online Learning Management System (LMS) to check on grades, ensure students are progressing at a proper rate, and communication with teachers is professional and prompt.

Every student at the Academy should strive to receive top grades. While CAA does not mandate a GPA policy, it is strongly recommended that all students receive above a 3.0 at a minimum. All student-athletes should be striving for a 3.5 and above in order to remain competitive for Junior and College hockey opportunities. If a student shows poor

effort in the classroom (reflected through grades, overdue assignments, or teachers' notes) then the following will occur:

- Conferences being set up between the coaches and student to discuss why he or she is struggling in the class
- Remedial training / 1:1 tutoring to address the issues and help the student get back on track academically
- Conferences being set up with the parents and/or online teachers so an individualized progress plan can be made

Additionally, if improvement is not made after attempts to remedy the problem and the cause is found to be poor effort from the student, then he or she may lose the following:

- Ice time and/or off—ice time
- Playing time (Coach dependent)
- Other privileges awarded to students on a day-by-day basis

**If a student continues to show poor effort in the classroom after repeated attempts to remedy the issue, then dismissal without recoupment of funds will be recommended by the director to the president of hockey operations.**

### **Class Attendance:**

Students are expected to be prepared and in attendance at all of their classes. Tardiness is inexcusable. If a student is going to miss a class for any reason, it must be approved in advance either by the CAA teacher or their online teacher. Students missing a class will be expected to make the class up during academic time or at home on their own time.

Learning how to manage your time is essential to your success in this environment. You are responsible for completing your work. If you are unable to finish your work in the time allotted, it is your responsibility to use free time to finish any residual work. Do not assume that you can take time away from other planned responsibilities (on-ice practice, off-ice practice) to finish your academic work. This level of responsibility is high, but it will prepare you for success later in your hockey careers.

**IEP/504 Plans:**

Teachers and Coaches must be made aware of any special services a student is receiving in order to best serve the student and provide needed academic support. Families do not need to disclose all documentation, but should give a general overview to CAA staff. Please note the Academy does NOT provide services to diagnose or assess students who may need a 504 or IEP plan; this must be done through the online school or home district. While our teachers are ODE licensed, we do not provide an in-house intervention specialist.

**Cell Phone Policy:**

Students who bring cell phones or other electronic devices to school are responsible for the safety and security of those devices. The Academy accepts no responsibility for cell phones or other electronic devices that are lost, damaged, or stolen at school or while traveling to and from school, including after school practices at the rink. Parents are reminded that in cases of emergency, the directors are the appropriate point of contact to ensure that your child is reached quickly and assisted in an appropriate way.

Cell phones and other electronic devices must be turned in at the start of each day until a student's schoolwork has been checked by the staff. Once approval has been given, he or she may have their phone back for the day. Cell phones must not disrupt academic time with any noises, vibrations, or lights/flashes. Failure to comply with these protocols will result in cell phones being taken away for the entirety of the school day, regardless if school work is completed.

For ALL Students: Effective immediately and in accordance with USA Hockey Policy, NO cell phones will be permitted in locker rooms, restrooms, on the ice, or in the weight room. Failure to comply with this rule will result in ALL cell phones being confiscated and a meeting being set-up with parents. This is to ensure the safety and well-being of all students and comply with Safesport requirements for underage athletes.

**Social Media Policy:**

It is strongly recommended that students do not post any videos, photos, or other posts that place a negative light on themselves, other students, other players, CAA, the Cleveland Barons, or any affiliate of the rink. Additionally, any photos or videos that are taken without someone's consent will NOT be posted on any platform. Failure to comply can and will result in Academic discipline measures, with possible dismissal from the academy. While we understand we cannot control what students post on their social

media accounts outside the classroom, no social media posts should occur on any platform during the school day, whether inside the classroom or at the rink.

### **On-Ice / Gym Policy:**

All students should come to the Academy with the desire to learn and work on their craft. Students should not be arriving late to any practice (on-ice or off-ice) unless allowed by the CAA teachers or coaches prior to the start. Coaches have all rights to dismiss a player from the ice or gym if they feel he or she has become a threat to others or is displaying acts of immaturity. Additionally, players should not be missing on-ice/off-ice time unless a prior agreement is made with the coaches and CAA teachers due to a valid reason. If a player continues to skip practices, a meeting will be set up with parents and coaches to determine if continuation at the Academy is in the student's best interest.

### **Cleaning Responsibilities:**

All students will maintain cleanliness of the locker room and classroom areas at all times. Students are responsible for their own areas and must ensure that trash is thrown out daily, no food or drink is left behind, academic materials are stored away, and desks are wiped down as needed. For general classroom cleaning, responsibilities such as sweeping, window cleaning, and sanitation will rotate on a weekly basis. Failure to clean up personal areas can and will result in additional cleaning responsibilities being tasked to the student until he or she is able to display a standard of cleanliness in line with the rest of the building.

### **Personally Owned Vehicles:**

Students who have a valid driver's license can bring their own vehicles to and from the Academy. Students should follow local laws at all times, to include seatbelt laws and speed limits. Students who wish to drive to local restaurants or stores must ask the CAA teachers or coaches for permission prior to leaving. Students should not be driving other students to and from various locations unless prior consent is given by the parent of the passenger. Consent must be given on each occasion and cannot carry over throughout the school year.

### **Dress Code:**

The Academy does not have a formal dress code for students or staff. However, it is expected that all athletes dress appropriately and with tact. Clothing cannot display explicit, offensive, or demeaning material(s) in regard to race, religion, ethnicity, gender,

or sexual orientation. Materials depicting drugs, alcohol, or tobacco products are not allowed. During the academic portion of the day, you should be dressed appropriately and in accordance with your online school's policies. During the athletic time of the day, students should dress in appropriate clothing and tennis shoes to ensure proper participation. At all times, athletes may not wear any clothing that exhibits unreasonable portions of their bodies, or any foul language, or offensive language or pictures.

### **Final Notes:**

While the goal of this handbook is to cover general rules and guidelines, it is not all encompassing. The CAA staff holds all rights to add-to, and take-away sections as needed throughout the school year. Our goal is for every student to understand the standards expected of them and ensure they are meeting these. Any questions, comments, or concerns over this handbook can be sent to the following:

Lisa Wynn, CAA Director: (440) 821-3093

Tommy Goebel, Barons Director: (216) 225-0394

Josh Harrold, CAA On-Ice Coach: (216) 650-6055

Hung Lee, CAA Off-Ice Coach: (216) 577-7286