



The National Weather Service is predicting 1-3 inches of snow and ice. Our first priority is always the safety of our students and staff. The snow/ice combination may cause LCSS schools to close on Wednesday. **This document is designed to help parents understand how LCSS schools will proceed with virtual learning on days when onsite attendance is not possible.** LCSS will refer to virtual learning days as eLearning. Use of eLearning days will be limited.

LCSS eLearning

Teachers in all grade levels have instructed students on how to complete lessons and assignments on an eLearning day. Students enrolled in grades K-6 practiced these instructions and participated in a mock lesson during school on Monday, January 21st, 2019. Principals, teachers, and students in all grade levels have expressed confidence and excitement about moving forward with eLearning days when weather prevents onsite attendance.

eLearning FAQ

Q: What device will my student use to complete eLearning?

A: Central Catholic Jr. - Sr. High School students will complete assignments using their school issued MacBook Air. Elementary students will use their school issued iPad. **iPads will be sent home with students the night prior to an anticipated eLearning day.**

Q: How will the school take attendance on an eLearning day?

A: All students will complete an online form located on each school's website. The form requires students to be signed into their LCSS Google account.

Q: Where will my child find his/her lessons for the day?

A: Central Catholic Jr. - Sr. High School students will login to Schoology to access their lessons. Lessons will be posted by 9:00 am. Elementary students will find lessons posted on their respective school's eLearning website by 9:30 am.

Q: When will eLearning assignments be due?

A: All eLearning assignments are due the next day when class starts. Of course we understand various issues may prevent a student from completing the assignment. Students or parents should contact the teacher if there are questions about an assignment. All technical problems and questions should be directed to helpdesk@lcss.org.

Q: What do I do if I do not have Internet or the Internet is temporarily unavailable?

A: If you do not have Internet, please contact helpdesk@lcss.org or call **(765) 607-4908**. If your Internet goes out during the eLearning day, please email your teacher or send a handwritten note to school explaining the situation.

Q: Will my student be on the computer all day?

A: The screen time on an eLearning day will vary by age level. Total screen time will fall below the total screen time limit established by the American Academy of Pediatrics.

The information on the following two pages will help you become familiar with the eLearning process for each school.

LCSS Elementary eLearning Day



ELEMENTARY eLearning Guidelines

- If the weather appears likely to cause a school cancellation **iPads will be sent home with students the day prior to a possible cancellation.**
- Teachers will post lessons on the school's eLearning page. See eLearning website links below.
- Lessons will be posted by 9:30 am the morning of the eLearning day.
- Homeroom teachers are available by email from 9:30 am - 2:30 pm on eLearning days.
- Assignments will be due the day students return to school.
- Accessing and completing the assignments will require Internet access. If you do not have home Internet access please contact the LCSS Help Desk to discuss possible alternatives.
 - Contact Information
 - helpdesk@lcss.org
 - **(765) 607-4908** (9:00 am - 3:00 pm)
- All iPads should be sent back to school with the student on the next school day. Parents do not need to charge the iPads before sending them back to school.

Elementary eLearning Attendance

On eLearning days attendance will be taken using [THIS ATTENDANCE FORM](#). Students will be able to access the form using their school issued iPad and LCSS Google Account. We encourage parents with students in grades K-2 to help their child complete this form. Students' Google account usernames and passwords are located on the back of their iPad. **This form must be completed by the end of each eLearning day.**

IMPORTANT eLearning Links

eLearning Attendance	Click HERE
St. Boniface Elementary School	Click HERE
St. Lawrence Elementary School	Click HERE
St. Mary Cathedral Elementary School	Click HERE

Links to the eLearning website and attendance form can be found on the students' iPads.

Damaged / Lost / Stolen iPads

Insurance, already included in the students' tuition/fees for this school year, will cover any accidental damage to the iPad while outside of the school building.

Parents will be assessed a fee if:

- the iPad is removed from the school issued case and damaged (full price of repair)
- the iPad is lost or stolen (\$329.99)

Please contact helpdesk@lcss.org or call **(765) 607-4908 if you have any questions regarding eLearning or have any technical difficulties utilizing the iPad or accessing your child's eLearning website.**

Central Catholic Jr-Sr High School eLearning



CENTRAL CATHOLIC JR - SR - HIGH SCHOOL eLearning Guidelines

- If the weather appears likely to cause a school cancellation an eLearning day may be used.
- Teachers will upload their lessons to Schoology.
- Lessons will be posted by 9:00 am the morning of the eLearning day.
- A full lesson should take students 20-40 minutes to complete. Students will have one lesson per class.
- The lesson will contain new or review material. Students will be afforded the opportunity to complete the assignment and submit the assignment with the guidelines established by individual teachers.
- Teachers will be available via Schoology messages between 9:00 am and 3:00 pm to answer any questions posted by students.
- All eLearning assignments are due the next day when class starts.
- Accessing and completing the assignments will require Internet access. If you do not have home Internet access please contact the LCSS Help Desk to discuss possible alternatives.
 - Contact Information
 - helpdesk@lcss.org
 - (765) 607-4908 (9:00 am - 3:00 pm)

Central Catholic Jr. - Sr. High School eLearning Attendance

- Attendance Verification: students must visit our website, www.cc.lcss.org to record their attendance.
 - To access the form, students must be signed into their LCSS Google account.
 - Students will click the "eLearning Attendance" button to open the attendance form.
 - **This form must be completed by the end of each eLearning day.**

Please contact helpdesk@lcss.org or call (765) 607-4908 if you have any questions regarding eLearning.