



New Family

SUMMER SURVIVAL

Guide 2023



GENERAL INFORMATION

LANSING CATHOLIC HIGH SCHOOL ADDRESS: 501 Marshall Street, Lansing MI 48912

MAIN OFFICE NUMBER: 517-267-2100

SCHOOL YEAR BUILDING HOURS

BUILDING HOURS: The building opens at 7:00 am for students to work in the cafeteria or with a teacher in a classroom. The library opens at 7:30 am and closes at 4:00 pm. Students are welcome to stay in the lobby area until 6:00 pm. There is no charge for students arriving early or staying late; however, they are not supervised.

CLASS START TIMES: Classes start at 8:00 am on Monday, Tuesday, Wednesday and Friday. We begin at 9:00 am on Thursdays to allow for some student group and staff meetings. The school day ends at 3:10 pm each day.

CONTACTING STUDENTS DURING THE SCHOOL DAY: All communication with your student during the school day must go through the main office, as **student cell phone use is not allowed during school hours**. Students are able to call parents (e.g. illness or forgotten items) and parents may leave messages or items for their students through the main office.

2023 SUMMER HOURS

GENERAL SUMMER OFFICE HOURS: The main office is staffed Monday - Thursday from 9 am - 1 pm and closed on Fridays from June 16 - August 11. Other staff members may be available outside of those hours, but prior arrangements must be made.

OFFICE CLOSED: Monday, June 12, Wednesday, June 21 starting at 11:30 pm, and Monday, June 26.

CAMPUS DEAD WEEK: The entire campus is closed from Monday, July 3 - Friday, July 7, 2023. This includes athletic facilities and the main office.

Bookmark This!



Our current Parents Hub on our website is at lansingcatholic.org/parents

This is where you will find all quick links for login to FACTS, Meal Magic lunch accounts, as well as forms, the student handbook, other reference documents, and more!



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SUMMER 2023 EVENTS

ALIVE! RETREAT

FIRST RETREAT OPPORTUNITY FOR NEW STUDENTS

Join us for this amazing one-day retreat on Friday, June 9, 2023 from 10:30 am - 3:00 pm to kick off summer and encounter the glory of God with incoming freshmen and current LCHS students. There will be games, music, testimonies, food, friends and fun! This event is free and lunch will be provided.

REGISTER online at lansingcatholic.org/alive

QUESTIONS? Contact Fr. Joe at 517-267-2123 or frjoseph.campbell@lansingcatholic.org.

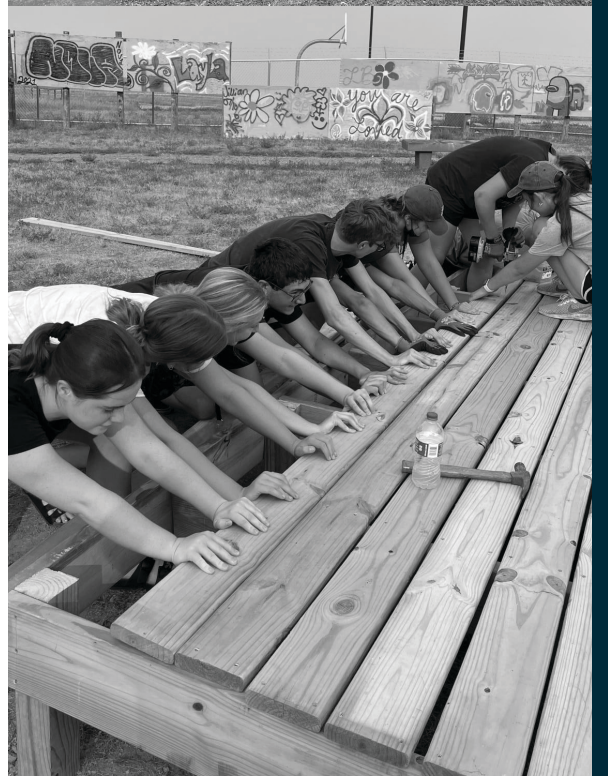
MISSION TRIPS

U.P. MISSION TRIP - JUNE 16-23: Our group will work with Companions of Christ the Lamb Retreat Center in Paradise, Michigan. We will do small construction projects, trail clearing, wood chopping, weeding, and more. During our downtime, we will visit Pictured Rocks, and other hiking.

KENTUCKY MISSION TRIP - JULY 19-25: During this trip, we will work alongside Resurrection Home with women, children, and grandmothers who are facing difficult situations. Our week will be spent helping local senior citizens, throwing a party for local children, and working around Resurrection Home. We will take one day to visit Natural Bridge State Park.

CAN I GO AS AN INCOMING FRESHMAN? Yes! Incoming freshman are allowed to attend the summer mission trips between 8th and 9th grade if a parent also attends the trip as a chaperone. Once students start as a student at Lansing Catholic High School they are able to attend spring break or summer mission trips on their own. But parents are always invited to attend as a chaperone.

QUESTIONS OR WANT TO REGISTER? Contact Ms. Stacia DeVries at 517-267-2158 or stacia.devries@lansingcatholic.org.



SERVICE HOURS

Lansing Catholic High School aims to help our students and our wider community understand service as an integral part of Christian life.

All Lansing Catholic students must complete 80 hours of service prior to graduation. We recommend at least 20 hours per school year. To be eligible for exam waivers, students must complete the minimum requirements of 10 hours for freshmen, 20 hours for sophomores, and 40 hours for juniors. Service hours can be located in FACTS and is updated the first Wednesday of each month during the school year.

Seniors who complete 200 or more hours of service earn the Service Distinction Award upon graduation.

WHAT COUNTS AS SERVICE? Service must fall within one of the five categories below:

- Catholic church or school
- Lansing Catholic High School
- Lansing Catholic Mission Trip
- Non-Profit agency or event
- Personal project*

**A personal project must be something that has been approved by the Campus Ministry Team.*

CAN I START NOW? Hours served after 8th grade graduation *can* count towards the service requirement.

HOW DO I LOG HOURS? Students log in at MobileServe.com using their school email address. There will be a message from Team MobileServe to claim the account in their school email with the subject line "Your new MobileServe account with Lansing Catholic High School!"

WHAT IF I HAVE MORE QUESTIONS? Contact Ms. Liz Webster at liz.webster@lansingcatholic.org

What is Work-A-Thon?

Work-A-Thon is a day of service where there are no classes so that the entire school can complete service projects in the greater Lansing community. Started in 2004, approximately thirty local agencies benefit from this day of service from our Lansing Catholic community. Work-A-Thon begins with an opening pep rally with our Mission Award | Service presentation, three hours of service with an agency, and then closes with small group prayer back at school. Parent and alumni volunteers are needed to help with this event.

This coming school year, Work-A-Thon is the morning of Friday, May 3, 2024.

If you would like to volunteer for or be a sponsor contact Ms. Stacia DeVries at 517-267-2158 or stacia.devries@lansingcatholic.org.



TEXTBOOKS

WHERE DO I FIND THE TEXTBOOK LIST?

A physical copy of the textbook list is included in this summer packet and available online at lansingcatholic.org/parents. Use your class selection sheet or your class schedule (available end of July or early August and found in FACTS) to cross reference required and optional books in the textbook list.

WHERE DO I PURCHASE BOOKS?

Families may purchase books from any source including other families or online (at websites like amazon.com, campusbooks.com, chegg.com, etc).

CAN I GET USED BOOKS? Of course! Just be sure to check the ISBNs when you are looking. Current parents often list used books and uniforms on our LCHS Parents Facebook Group and sell at the Used Uniform and Textbook Swap on Wednesday, July 26.



Lockers & Student Schedules Your student's schedule with locker information will be available in FACTS in late July or early August under the student's tab on the left side of the page. During Freshman Orientation, there will be plenty of time to find your locker as well as test the combination.

SUMMER READING ASSIGNMENTS

DOES EVERYONE HAVE A SUMMER READING ASSIGNMENT? Yes! Each student has one summer reading assignment for his or her English class. Upperclassmen in AP classes may also have additional work to complete over the summer.

WHAT IS THE FRESHMAN SUMMER READING ASSIGNMENT? Both Regular and Honors English Foundations students will read *Saint John Paul the Great His Five Loves* by Jason Evert. There is also a **yellow sheet** that has the essay portion of the assignment.

WHAT ABOUT TRANSFER STUDENTS? For those entering grades 10-12, the summer reading assignment can be found on an **orange sheet** of paper included in this summer packet.



FRESHMAN SUPPLY LIST

THEOLOGY (CREATION & CREATOR/CHRISTOLOGY)	SPANISH 1
<ul style="list-style-type: none"> ○ NAB Bible ○ Catechism of the Catholic Church ○ Pencils and Pens ○ Folder or Binder specifically for Theology ○ Notebook specifically for Theology 	<ul style="list-style-type: none"> ○ Pay \$40 for Spanish eText via FACTS in August ○ Folder specifically for Spanish 1
ENGLISH FOUNDATIONS (REGULAR& HONORS LEVELS)	LATIN 1
<ul style="list-style-type: none"> ○ Textbook (optional) ○ All required reading texts ○ Pens and Pencils ○ Loose leaf notebook paper ○ Package of 3x5 Note Cards ○ 3 Ring Binder specifically for English 	<ul style="list-style-type: none"> ○ Textbooks ○ Latin Dictionary of any kind or edition (optional) ○ Pencils ○ Loose leaf notebook paper or notebook Specifically for Latin 1 ○ Folder or 3 Ring Binder specifically for Latin 1
ALL MATH CLASSES	FRENCH 1
<ul style="list-style-type: none"> ○ Textbook (textbook optional for Algebra 1) ○ Pencils & Red/Blue Pens ○ Dry Erase Markers ○ Loose leaf notebook paper ○ Graph Paper ○ 3 Ring Binder specifically for each math class ○ 4 Divider Tabs for binder ○ Graphing Calculator (any version of the TI-84) 	<ul style="list-style-type: none"> ○ Pencils and Pens ○ Loose leaf notebook paper ○ Notebook specifically for French 1 ○ Folder or Binder specifically for French 1
PHYSICAL SCIENCE	INTRODUCTION TO ART
<ul style="list-style-type: none"> ○ Textbook and Star Chart (leave chart at home until told) ○ Pencils, Blue or Black Pens only ○ Loose leaf notebook paper ○ Graph Paper - 10 sheets ○ Ruler with both inches and centimeters ○ Set of colored pencils or markers ○ 3 Ring Binder specifically for Science (1" or 1.5") ○ 4 Divider Tabs for binder ○ Graphing Calculator (any version of the TI-84) 	<ul style="list-style-type: none"> ○ Art notebook (sketchpad/drawing pad) is highly recommended
WORLD HISTORY	COMPUTER GRAPHICS & DIGITAL IMAGING
<ul style="list-style-type: none"> ○ Pencils & Pens ○ Folder or Binder specifically for World History ○ Notebook specifically for World History 	<ul style="list-style-type: none"> ○ Notebook ○ USB Thumb Drive
GRAPHING CALCULATOR	
<p>All students are required to have a graphing calculator, which will be used in all math and science courses during your student's high school career. If you are purchasing a new calculator, please purchase any version of the TI-84 (examples: TI-84CE, TI-84 Plus, etc). Students should also write their first and last names on their calculators or have their math teacher engrave the student's name on their calculator the first week of school.</p>	
PRINCIPALS OF ENGINEERING & DESIGN	
<ul style="list-style-type: none"> ○ Notebook ○ Sketchbook ○ USB Thumb Drive ○ Additional materials as specified on the course syllabus to be purchased before the end of second week. 	DIGITAL PHOTOGRAPHY
<ul style="list-style-type: none"> ○ Digital Camera (minimum 6 megapixels resolution) ○ NEW external memory card compatible with camera (SD or flash card) 	BAND
<ul style="list-style-type: none"> ○ Information will come from Mrs. T before Band Camp in early August. 	

CHROMEBOOKS

CHROMEBOOKS The Chromebook your student will receive is owned by Lansing Catholic High School. Students keep their Chromebooks for all four years at LCHS and return them when they graduate or pay a small fee to keep them.

LCHS has insurance on the school-issued Chromebooks. Each policy covers the Chromebook for accidental damage like drops and spills and includes theft, fire, flood, natural disasters and lightning strikes as long as the Chromebook is in the protective case that Lansing Catholic provides. It is required that all students keep their Chromebook in this protective case.

If a student is using a Chromebook inappropriately or a device other than a Chromebook during the hours of 8:00 am - 3:10 pm, a teacher has the right to confiscate the device. Teachers also utilize Securly Classroom to view screens, push out URLs to student devices, freeze screens, and more.

WHEN DO I GET MY CHROMEBOOK? Each freshman and transfer student is issued a Chromebook at Chromebook Orientation that will take place in August. Parent should look for an email later this summer about signing up for a Chromebook Orientation date and time. Chromebook Orientation is for both parents and students to attend.

WHAT IF I HAVE A PROBLEM WITH MY CHROMEBOOK? Mr. Doug Moore is our IT Specialist and is available during school hours in his office located in the library. He can also be reached via email at doug.moore@lansingcatholic.org



STUDENT TECHNOLOGY USE

STUDENT EMAIL All students have a @lansingcatholic.org email address which is made up of their graduation year, last, and first names. A **light blue sheet** with login information is included in this summer packet. Students access their email through **gmail.com**. Students should check their email on a daily basis during the school year. Administration and teachers frequently use email to communicate with students outside of the classroom, including reminders about homework and tests, meetings for student groups, and upcoming events and schedules.

FACTS FAMILY PORTAL FACTS is the student information system Lansing Catholic High School uses for family contact information, attendance, grading, report cards, class schedules, locker information, as well as applications, enrollment, and tuition payments. Each parent and student have a login and password for their FACTS Family Portal account.

A link to the FACTS Family Portal can be found at lansingcatholic.org/parents

CELL PHONES & SMART WATCHES Cell phones, smart watches and any other device capable of two-way communication must be kept in a student's locker during school hours of 8:00 am to 3:10 pm. If a parent needs to contact their student during the school day, they should contact the main office and we will deliver a message to the student in a timely fashion. If a student needs to contact their parent during the school day, they may only use the main office phone. Students contacting a parent via text, call, or email during the school day may receive a detention.

GRADES

GRADE POINT AVERAGE (GPA) A student's GPA is determined by semester grades only, not quarter grades. Semester grades are calculated: first quarter of the semester 40%, second quarter of the semester 40%, final exam/project 20%. More details can be found in our course curriculum guide at lansingcatholic.org/parents.



FACTS
A netnet COMPANY

REGULAR GRADE CHECKS Parents and students are able to view live grades through the FACTS Family Portal. A link to the FACTS Family Portal can be found in both the Student and Parent Hubs at lansingcatholic.org/students and lansingcatholic.org/parents. We encourage parents to check grades on a regular basis. The school will send one progress report by email approximately halfway through the quarterly marking period. In addition, administration conducts weekly grade checks in order to identify those students in need of additional support.

REPORT CARDS Report cards for each quarter are available in the online FACTS Family Portal approximately one week after the end of each quarter. **Report cards are not mailed home.** Each report card is available to access until the next quarter's report card is posted in the Family Portal.

EXAMS First semester exams will take place December 18-22, 2023. Second semester exams will take place June 3-5, 2024. There are 1 or 2 exams on each exam day. *Exams are worth 20% of a student's semester grade.* The exam schedule is different from the regular school day or half day schedule. The first exam of the day is 9:00 am-10:15 am, followed by a 20 minute break, and the second exam of the day is 10:35 am-11:45 am. Although school begins later on exam days, the building is still open at 7:00 am for students who arrive early.

EXAM WAIVER FOR 2ND SEMESTER Students have the privilege to earn one exam waiver that enables the student to opt out of the second semester exam in one year-long course, resulting in a semester grade that is an average of the two quarter grades. Exam waivers do not apply to Theology courses, AP Courses, semester courses or any course in which a project, presentation, or paper replaces the exam grade. Exam waivers are distributed the week prior to exams, must be signed by the student and parent, and must be turned in 1 day prior to the exam.



A student earns a second semester exam waiver by not having any in-school or out-of-school suspensions, all detentions are served, all fees are paid and all accounts are current including library books, tuition, and school-issued uniforms and equipment, and at least 10 service hours for freshmen that are logged and approved in the MobileServe system. If students choose to waive an exam, they do not need to be present at school during that exam time.

STUDENT SUCCESS CENTER

Lansing Catholic High School has an **academic counselor**, a **college and career advisor**, and a **social worker** available to all students in our Student Success Center. The Student Success Center is located in Senior Hall across from the art and French classrooms.

Our student support team works on academic success, course requests, and college and career planning and readiness. Our social worker provides social, emotional, and mental health support for personal growth.

STUDENT LIFE

CLUBS AND ACTIVITIES At the beginning of each school year, Mrs. Lynn Collom, our Student Life Director will send out information regarding club sign up. Information will also be on Broadcast, Cougar Connection, and message boards throughout the school. Many of our clubs are student started and all students can come to Mrs. Collom in the main office to suggest a new club.

DANCES The school hosts four dances throughout the year: Homecoming Dance, Winter Snowcoming Dance, 7th-8th-9th Grade Dance, and Prom. (Freshmen are not allowed to attend Prom, and sophomore's only as a guest.) Admission for dances is covered by the Student Activities Fee with the exception of Prom. Students are allowed to bring another high school guest to a dance provided they complete and turn in a guest permission form to the Student Life Director a week before the dance. (The exception to this is the 7th-8th-9th Grade Dance in October where the only special guests allowed are those 7th and 8th graders attending our partner schools.) Please refer to the Student Handbook at lansingcatholic.org/parents for regulations regarding dances.

HOMECOMING WEEK

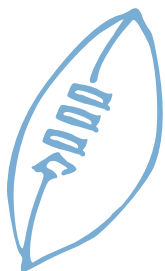
Monday, September 11 - Saturday, September 16, 2023

One of the first major social events and celebrations of high school is Homecoming Week.

Students can get involved in a variety of ways including hallway decorating, dress-up days, homecoming games (powderpuff), and more all leading up to Friday's home football game and Saturday's dance. Monday will be our annual Grandparent Mass where students invite their grandparents to an All School Mass.

Friday includes Mass, Hall of Fame Inductions, CougarFest and the Homecoming football game vs Eaton Rapids will be played at 7pm on Friday, September 15, 2023 at Cougar Stadium.

The Homecoming Dance is on Saturday, September 16, 2023 in the cafeteria. This is a casual dance with attire ranging from jeans and collared shirts to dresses and dress pants with a button down shirt, all while following our Student Activities Dress Code outlined in our handbook available at lansingcatholic.org/parents



ATHLETICS

SPORTS PHYSICALS Any student participating in any sport must have a signed MHSAA physical form on file with the Athletic Director prior to the first practice. The physical must have been completed after April 15, 2023. Physicals must be submitted online through Big Team's Student Central. Visit lansingcatholic.org/athletics and select Athlete Registration.

FALL PRACTICE DATES Fall sports begin practice and/or tryouts on August 8, 2023. To find out specifics, contact the coach directly.

COACHES The full list of coaches and their email address is available online at lansingcatholic.org/coaches

SPORTS SCHEDULES Visit lansingcatholic.org/athletics for the most up-to-date sports schedules. All games are scheduled through Big Teams. Through Big Teams you can create a fan account to follow your favorite teams to receive game updates & score alerts via email and/or text.

ATTENDING A SPORTING EVENT

All Lansing Catholic High School students receive free admission to regular season home games with their student ID as part of the Student Activities Fee.

General gate admission for home athletic events are \$5 for each adult or non-LCHS high school student, \$3 for each K-8 student, and free for those over 65. Concessions are also available on site. Admission and concessions are accept both cash and credit card. Parking is free for all home event with the exception of football, where parking is \$2 and cash only.

Family athletic passes are available for purchase from the Athletic Director's office at the end of August. Passes are valid for home contests, and cannot be used at away events, tournaments, or post-season MHSAA sanctioned events.

**ROAR ON
YOU MIGHTY COUGARS**



LANSING CATHOLIC 2022
MHSAA DIVISION 3 CHAMPIONS
BOYS BOWLING



LANSING CATHOLIC 2023
MHSAA DIVISION 2 CHAMPIONS
GIRLS BASKETBALL



LANSING CATHOLIC 2023

UNIFORMS

All Lansing Catholic High School students are required to abide by the school uniform starting at orientation and throughout the entire school year. All uniform items are acceptable for any school day. We do not have separate summer and winter uniforms.

Students are required to wear uniforms purchased from My Aplus Uniforms.



YOUNG WOMEN:

- Skirt - plaid, or khaki and worn in a modest, professional manner.
- Pants - Khaki hemmed to the ankle. No floods.
- Polo shirts – Pique or Dri Fit, long or short sleeve in either Cougar blue (light) or navy blue (dark) with embroidered Lansing Catholic logo. Polos may be tucked in or left untucked.
- T-shirts or long sleeve performance shirts in white, black or navy may be worn under the polo shirt, but undershirt should be shorter than uniform shirt.
- 1/4 Zips (poly/lycra or cotton material) in black, embroidered with the Lansing Catholic logo. Must be worn over the uniform polo.
- V-neck Cardigan or Pullover, Crewneck Cardigan or Crewneck Sweatshirt in black, with embroidered Lansing Catholic logo. Must be worn over uniform polo.
- Tights or leggings in solid navy or black may be worn under uniform skirts. Leggings should contain no logos, writing, designs, tone-on-tone patterns, or cutouts.



YOUNG MEN:

- Khaki pants hemmed to the ankle. No floods.
- Polo shirts, pique or dri-fit, long or short sleeves in either Cougar blue (light) or navy blue (dark), embroidered with the Lansing Catholic logo. Polos may be tucked in with a belt or left untucked. T-shirts or long sleeve performance shirts in white, black or navy may be worn under the polo shirt, but the undershirt should be shorter than uniform shirt.
- 1/4 Zips (poly/lycra or cotton material) in black, embroidered with the Lansing Catholic logo. Must be worn over uniform polo.
- V-neck Cardigan or Pullover, Crewneck Cardigan or Crewneck Sweatshirt in black, with embroidered Lansing Catholic logo. Must be worn over uniform polo.

Uniform Policy Updates

In an effort to create a more unified look among our students, we have updated our uniform policy. Color choices for tops and bottoms have been streamlined and we are adding additional outerwear options, to be worn over the uniform polo. Note, items that are part of our 2022-23 guidelines, may continue to be worn next school year. The new guidelines mentioned above won't be fully enforced until the 2024-25 school year.

ACCESSORIES AND SHOES:

Students may wear accessories and jewelry of their choice with the following exceptions:

- Gang paraphernalia
- Wallet chains
- Overly large or otherwise distracting accessories
- Large purses or backpacks must be stowed in lockers, not brought to classes

All footwear must be closed-toe with a heel strap for safety reasons. The following types of footwear are never allowed:

- Flip-flop style shoes or sandals
- Athletic sandals or slides
- Bedroom slippers
- Outdoor boots (Ugg-style and Timberland-style are allowed)
- Crocs or Birkenstocks

MY APLUS UNIFORMS STORE

My Aplus Uniforms is the only authorized retailer of Lansing Catholic High School Uniforms.

My Aplus Uniforms is located at 3320 W Saginaw St., Lansing, MI 48917. Contact them by phone 517-803-4782 or via email lansing@myaplustuniforms.com



SUMMER 2023 SALE

15% off entire purchase June 15th-29th

Only sale of the summer



Shop My Aplus

Scan the QR Code to be directed to
[lansing.myaplustuniforms.com/
collections/
lansing-catholic-
high-school](https://lansing.myaplustuniforms.com/collections/lansing-catholic-high-school)



USED UNIFORMS

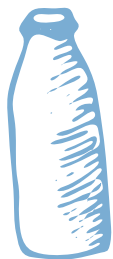
Lansing Catholic High School will host a Used Textbook and Uniform Sale during the summer on Wednesday, July 26 from 4:30-5:30 pm in the cafeteria, where parents price and sell their own uniforms and textbooks. Parents may also join the Lansing Catholic Parent Facebook Group to find uniform sales. Please note the uniform policy updates that some items for sale may not be part of the streamlined uniform starting the 2024-25 school year.

WHAT DO I WEAR FOR PICTURE DAY?

Picture day is tentatively scheduled for Thursday, August 24. Students are allowed to wear anything that aligns with the casual dress day rules (found in the handbook) on picture day. School photos are provided by Canfield Jenkins House of Photography and more information will come to parents regarding pictures in August.



CAFETERIA



HOW DOES MY STUDENT BUY LUNCH? Students can buy lunch items with cash or through a deposit that was made into their Meal Magic lunch account. To deposit money into your student's account you must have their student ID number found in the FACTS Family Portal. Students use their student ID numbers when they go through the line to buy their lunch.

DOES MY STUDENT HAVE TO BUY LUNCH? Not at all! Many students opt to bring their own lunches to school. Lunches must be stored in lockers during the morning. A few microwaves are available for use by students.

HOW CAN I PUT MONEY ON A LUNCH ACCOUNT? You can add money to your student's Meal Magic lunch account online at lansingcatholic.familyportal.cloud or in the lunch line. (If paying by check, please make sure you include "Meal Magic" with your student's name and student ID in the memo line.)

IS BREAKFAST OFFERED? Yes! Breakfast is offered at 7:30 am and at 8:00 am on late start Thursdays.

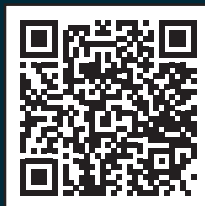
CAN I SEE WHAT MY STUDENT PURCHASED FOR LUNCH? Yes, a history can be found at lansingcatholic.familyportal.cloud

DO YOU OFFER FREE OR REDUCED LUNCHES?
Your family might qualify for free/reduced price lunch. To qualify for free or reduced price lunch, families must complete the form online through Meal Magic at lansingcatholic.familyportal.cloud

QUESTIONS? If you have any additional questions contact Mrs. Bridget Norris at bridget.norris@lansingcatholic.org or 517-267-2119.

Meal Magic Account

Scan the QR Code to be directed to lansingcatholic.familyportal.cloud



RaiseRight™

Simply the right way to fundraise

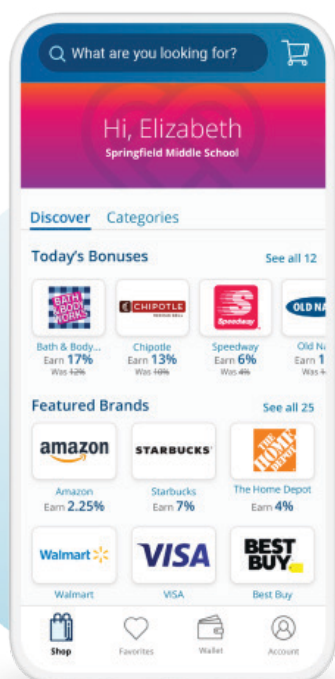
TRIP/RAISERIGHT

All school families are encouraged to participate in RaiseRight as a Tuition Reduction Incentive Program (TRIP). This is a great way to reduce your tuition cost simply by doing your everyday shopping. Your purchase of physical or e-gift cards to retailers earn you a % back that is applied to your LCHS tuition. Many families earn several hundred dollars each school year!

Register online at RaiseRight.com by using the code for LCHS is 761CB4BE158. Orders of physical gift cards with payment placed by 8:30 am on Tuesday mornings will be available for pick up on Fridays. E-cards and reloadables can be purchased at any time.

All credits are posted as designated on your TRIP registration form. Please note: If the credit amount earned in a six-month period is less than \$10, it will not be posted to your tuition account and will be retained by Lansing Catholic. Credits earned at other area parishes or schools and forwarded to Lansing Catholic on your behalf are treated like tuition payments on your account. If you have questions about the amount of those credits or when they will be applied to your account, please call the TRIP/RaiseRight coordinator at your parish.

QUESTIONS? Contact Mrs. Renee Fischman at 517-267-2107 or renee.fischman@lansingcatholic.org



WE'RE HERE TO HELP!

The main office number is **(517) 267-2100**. Faculty and staff emails are available in the online directory linked in the Parent Hub at lansingcatholic.org/parents



MAIN OFFICE

(517) 267-2100

- Visitor Information
- Contact a Faculty Member
- Late Arrival/Early Release
- Delivering a Message or Item to My Student(s)
- Lost & Found
- Parking Permits
- Change of Address

REGISTRAR

(517) 267-2102

- Course Requests
- Re-enrollment
- Graduation Requirements
- Report Cards & Transcripts
- FACTS SIS

TUITION OFFICE

(517) 267-2107

- Tuition
- Assistance & Grants

ATHLETICS

(517) 267-2113

- MHSAA & Club Sports

DEAN OF SPIRITUAL FORMATION

(517) 267-2115

- Personal Spiritual Guidance
- Retreats
- School Masses

DEAN OF INTELLECTUAL FORMATION

(517) 267-2105

- Curriculum
- Student Support Services
- Standardized Testing
- Classroom Support

DEAN OF SOCIAL FORMATION

(517) 267-2112

- Student Discipline
- Uniforms
- Clubs & Activities

TECHNOLOGY

(517) 267-2153

- Student Chromebooks
- Network Security
- Student Emails

COUNSELING

(517) 267-2128

- Academic Counseling
- (517) 267-2124**
- Mental Health
 - Grief Support

COLLEGE & CAREER ADVISING

(517) 267-2117

- College Admissions
- College Financial Aid & Scholarships

MISSION ADVANCEMENT

(517) 267-2121

- Alumni Relations
- Community Partnerships
- Sponsorships
- Annual Fund
- Special Events
- Marketing/Communications

ADMISSIONS

(517) 267-2116

- Campus Tours
- Applications

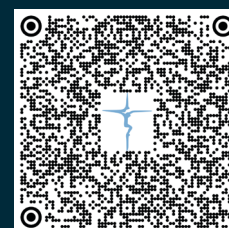
ABSENCES/SICK DAYS

In order to make up missed assignments/tests, a student's absence must be parent excused. Assignments or tests missed for an unexcused absence will not be able to be made up. **Parents must call the attendance line at 517-267-2103 or complete the online attendance form available at lansingcatholic.org/parents in order to be excused.**

EARLY DEPARTURES/APPOINTMENTS

Students will sign themselves out at the main office when they leave school and sign in when they return. Teachers will allow students to leave the classroom at the time listed on their appointment pass.

ATTENDANCE ONLINE FORM



HOW WILL LANSING CATHOLIC COMMUNICATE WITH FAMILIES?




COUGAR CONNECTION: Emailed to parents and students every week, this e-newsletter from the president features campus happenings and is the primary vehicle for school-to-parent communication. New families will begin to receive the Cougar Connection in August.

PARENT HUB: The Parent Hub at lansingcatholic.org/parents is your resource online with links to our calendar, school news, athletics information, online uniform ordering, and more! There are also links to the handbook, faculty/staff directory, and FACTS.

TOTUS TUUS MAGAZINE: Published twice a year, Totus Tuus highlights current students and alumni, and features more in-depth articles about campus and the Lansing Catholic community. Parents, former parents, alumni, and friends receive this magazine.

CALENDAR: For non-athletic events, visit lansingcatholic.org/calendar to view or subscribe to our school's Google calendar. Athletic events will be listed via BigTeams at lansingcatholic.org/athletics.

SOCIAL MEDIA: The following official social media pages are maintained by Lansing Catholic High School.

 Facebook.com/lansingcatholic
[/lchscougarsports](https://lchscougarsports)
[/groups/lchscurrentparents](https://groups/lchscurrentparents)

 Instagram.com/lansingcatholic

 Twitter.com/lchscougarsports

 YouTube.com/LansingCatholicHSYouTube

FACTS FAMILY PORTAL: FACTS is our school student information system (SIS) where parents and students have logins to view grades, attendance, service hours, class schedules with locker information, school directory, complete online enrollment, and make tuition payments.

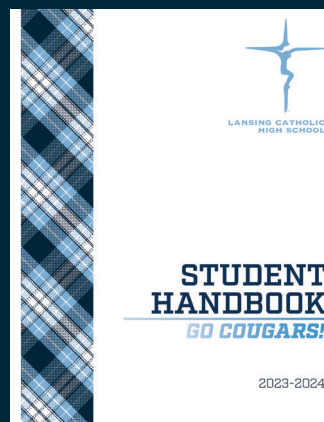
GOOGLE CLASSROOM: Students and teachers use Google Classroom for announcements, course content, and assignments.

SCHOOL CLOSURES: In the event of a school delay or closure, Lansing Catholic High School will send alert via FACTS to email and text messages to parents. Parents may submit their student's cell phone number via the link in the Parent Hub or using the QR to the right to also receive these messages. Delays or closings will also appear on local media stations and our school social media.



PARENT HUB

The Parent Hub is the location on our website that's just for current Lansing Catholic parents. Find quick links for login to FACTS Family Portal, Meal Magic lunch accounts, as well as forms, the student handbook, other reference documents, and more! Find it on our website at lansingcatholic.org/parents



STUDENT HANDBOOK

Find all school policies in our student handbook available online at lansingcatholic.org/handbook or scan the QR code below:



OKAY, BUT WHAT ABOUT....

MEDICATION ADMINISTRATION: When necessary, our office staff can administer medications (both prescription and over-the-counter) to students during the school day provided that a medical authorization form is on file. The form is available at lansingcatholic.org/parents. Rescue inhalers and EpiPens may be kept in your student's locker, with a backup in the main office. Please contact our main office with any questions about medication administration: 517-267-2100.

DRUG TESTING: In accordance with our mission to help form disciples of Jesus Christ, LCHS randomly tests students each year for drugs using minimally invasive hair follicle testing and cheek swabs. Hair sampling identifies drug use within the last 90 days and oral testing identifies nicotine use within the last 72 hours. All results are confidential and will only be seen by an administrator. If your student's test comes back positive, you will be made aware. The intent of this testing is to get struggling students the help that they need to live clean and healthy lifestyles as well as give other students one more reason to just say no.

CELL PHONES: Cell phones, smart watches (any device capable of two way communication), and headphones must be kept in a student's locker and left on silent during school hours. If a parent needs to contact their student during the school day, they should contact the main office and a message will be delivered to the student in a timely manner. If a student needs to contact their parent during the school day, they may only use the main office phone.

Students contacting a parent via text, cell, or email during the school day may receive a detention. After the second confiscation of any of the above devices, a parent or guardian will be required to pick up the device in person at LCHS.

BACKPACKS AND COATS: Students cannot bring backpacks or any coats into the classrooms. Items must be stored in the student's locker during the school day.

BUSING: Lansing Catholic High School does not have their own buses. Families interested in CATA or public school busing to and from LCHS should contact them directly for their busing schedules and request to be added to the busing list if their timing coordinates with the LCHS school day (8:00 am to 3:10 pm). For CATA student rider information, call 517-394-1000. For Ingham ISD Transportation, call 517-244-1293 for rider eligibility and bus route information. LCHS does not have set drop off and pick up times. Students can be dropped off as early as 7:00 am.

STUDENT DRIVERS: Students are allowed to drive themselves to school once they have an assigned parking space. All cars must be registered at the main office to be assigned a parking spot by completing the form available online at lansingcatholic.org/students



2023-2024 AT-A-GLANCE CALENDAR

JULY

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AUGUST

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SEPTEMBER

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JULY 2023

- 2-8 MHSAA Dead Week (Closed Campus)
- 26 Used Book & Uniform Sale (4:30-5:30 PM)

AUGUST 2023

- 16 Freshman & Transfer Parent Orientation (6:30-8 PM)
- 17 Freshman Student Orientation (8 AM-1:45 PM)
- 18 10th, 11th & 12th Grade Student Orientation (8 AM-12 PM)
- 21 First Day of School
- 24 School Photos
- 25 No School - Staff Retreat
- 30 Curriculum Night (6:30-8:15 PM)

SEPTEMBER 2023

- 1 No School
- 4 No School - Labor Day
- 11 Grandparent Mass
- 15 Homecoming
- Hall of Fame
- CougarFest
- 16 Homecoming Dance

OCTOBER 2023

- 6 Cougar Commotion Field Day
- 13 End of 1st Quarter
- 18 Half Day of School
- Parent Conferences (1-6 PM)

NOVEMBER 2023

- 22-24 No School - Thanksgiving Break

DECEMBER 2023

- 15 End of 2nd Quarter/1st Semester
- 18-22 Semester Exams (9 AM-12 PM)
- 23 Christmas Break Begins

JANUARY 2024

- 8 School Resumes, Begin 2nd Semester/3rd Quarter
- 15 No School - MLK Day and Staff Formation
- 28 Catholic Schools Week begins

FEBRUARY 2024

- 3 Snowcoming Dance
- 7 Parent Conferences (4-6:30pm)
- 16 No School
- 19 No School - Presidents' Day

MARCH 2024

- 15 End of 3rd Quarter
- 29 No School - Good Friday

APRIL 2024

- 1 Spring Break begins
- 8 School Resumes
- 19 Prom

MAY 2024

- 3 Work-a-thon
- 13-14 Senior Exams
- 15 Baccalaureate Mass (7 PM)
- 19 Graduation (2 PM)
- 27 No School - Memorial Day
- 31 End of Year Mass and Awards

JUNE 2024

- 3 Semester Exams (8 AM-12:15 PM)
- 4-5 Semester Exams (9 AM-12 PM)

JANUARY

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MAY












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JUNE

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For the most up-to-date calendar visit www.lansingcatholic.org/calendar.
Updated May 31, 2023.

SUMMER OF 2023 EVENTS

PARENTS	STUDENTS	EVENT	DESCRIPTION
		ALIVE! RETREAT Friday, June 9, 2023 10:30 am - 3 pm	Incoming freshmen are invited to join current students for a one day retreat to kick off summer break and encounter the glory of God through fun games, music, food, friends, and testimonies on living fully alive. More information on page 4.
		USED UNIFORM AND TEXTBOOK SALE Wednesday, July 26, 2023 4:30 - 5:30 pm	Come to this event to get deals on Lansing Catholic uniforms and textbooks. Current parents will price their own books and uniforms. It is recommended to bring small denominations of cash to this event.
		BAND CAMP Monday, July 31 - Thursday, August 3, 2023	All incoming band students are required to attend band camp to prepare for the Marching Cougars. Traditionally is held off-site at St. Francis Retreat Center. Contact Band Director Mrs. T at Jan.Tietsort@lansingcatholic.org for more information.
		CHROMEBOOK ORIENTATIONS July 31, August 2, 7, 8, 9, 10, 2023	A link will be sent via email to register for a Chromebook Orientation. Chromebook will be received that night and families will learn together features of and how to use the Chromebook.
		FRESHMAN AND TRANSFER PARENT ORIENTATION Wednesday, August 16, 2023 6:30 - 8 pm	All parents of freshmen and parents of new transfer students are asked to attend this Orientation. Parents will rotate through three sessions: School Mission & Houses, Student & Parent Engagement, and Student Formation & Expectations.
		FRESHMAN STUDENT ORIENTATION Thursday, August 17, 2023 8:30 am - 1:45 pm	During this mandatory Freshman Student Orientation, students will walk through their class schedules, meet their teachers, practice their locker combinations, learn how to buy lunch, and learn about their Houses. Students should wear their school uniforms. Lunch will be provided at no cost at this orientation.
		10TH, 11TH & 12TH ORIENTATION Friday, August 18, 2023 8 am - 12 pm	Students will walk through their class schedules, meet all of their teachers, find their lockers and learn more about what to expect on a daily basis at LCHS.
		FIRST DAY OF SCHOOL Monday, August 21, 2023 8 am - 3:10 pm	First official day as a Cougar!
		SCHOOL PICTURES Thursday, August 24, 2023	School pictures will be taken during the school day by Canfield Jenkins House of Photography for school IDs. Information about purchasing photo packages will be available closer to this date. Students may be in casual dress for school pictures.
		CURRICULUM NIGHT Wednesday, August 30, 2023 6:30 - 8:15 pm	During Curriculum Night, parents will rotate through their students' classes to learn each teacher's expectations and plans for the school year, including grading policies and class content. Please bring your student's schedule with you to follow on this evening. Curriculum Night will begin in your student's 1st period class. (Curriculum Night is vastly different from the New Family Parent Orientation in August.) At this parent event, you'll meet all your student's teachers as you rotate through a shortened version of a typical day at LCHS. Make sure to bring your student's schedule from FACTS!

SUMMER CHECKLIST

- **Purchase Textbooks (pg. 6)**
- **Shop for School Supplies (pg. 7)**
- **Get Uniforms (pg. 12)**
- **Complete Summer Reading Assignment (pg. 6)**
- **Attend Chromebook Orientation (pg. 8)**
- **Login to Student Email (pg. 8)**
- **Login to FACTS Family Portal (pg. 8)**

OPTIONAL

- **Get Sports Physical for Athletics (pg. 11)**
- **Start Service Hours (pg. 5)**
- **Sign up for TRIP/RaiseRight (pg. 14)**
- **Load Meal Magic lunch account (pg. 14)**