

The Learning Support Center

Dear Parent,

As you will see from the enclosed description, the purposes of the LSC are *tutorial, remedial, skill-building* and *supportive*. This program has proved to be very helpful to several of our students.

If you feel you would like to investigate further how enrollment in the LSC may be of help to you in the education of your son or daughter, we would be delighted to meet with you. If you are ready at this time to apply for enrollment in the program, you may submit the enrollment form to the school office.

(Charges for students enrolling during the year will be prorated to the time they enter the program.)

To best help your child, it is important that we receive their confidential records from their previous school. If we receive these records, we will be better prepared to provide the appropriate support for your child.

We need your authorization to request these records. Would you please fill out the enclosed form and return it to Lehigh Valley Christian High School? We will then request the records from the previous school.

We look forward to hearing from you about this matter. Thank you for your concern for your teenager and for your dedication to the ministry of LVCHS.

The

**Learning Support
Center**

at

**Lehigh Valley
Christian High School**

Tutorial

Remedial

Skill-building

Supportive

“Every student deserves a Christian education.”

*330 Howertown Road
Catasauqua, Pennsylvania 18032
610-403-1000
www.lvchs.org*

The Learning Support Center

Recognizing that a need exists to enable students who have unique learning abilities and styles to be able to thrive academically and earn their high school diploma at LVCHS, a *Learning Support Center* has been established. Students may be enrolled in the Learning Support Center for two, three or four periods per week. A limited number of students will be enrolled.

The Purpose of the Program

The purpose of the Learning Support Center is four-fold:

- **Tutorial** – re-teaching material already presented in the classroom, depending on the subject.
- **Remedial** – strengthening specific areas of academic weakness
- **Skill-building** – teaching skills for note-taking, preparing for tests, organizing material, keeping track of assignments, researching and writing papers, etc.
- **Supportive** – encouraging, listening, assisting with problems of logistics and time management, and being an advocate for the student when appropriate

The LSC is designed and run as a place of “supply, support and aid.” It is to be non-threatening, available and accessible when needed, and “user-friendly.”

The Process

Students may be enrolled in the LSC as a result of requests or recommendations from various sources. A student need not be classified as learning disabled in order to be enrolled. Parents may request enrollment of their son or daughter. The faculty, through a consensus, may recommend that a student be enrolled. Likewise, administrative or guidance personnel may, upon reviewing various recommendations and reports, suggest that certain students be enrolled. Enrollment requires parental approval.

Students are scheduled into the LSC for their two, three or four periods per week at times that coincide as nearly as possible with their study periods. These scheduled periods may be one-on-one times with the LSC instructor, or small groups of students may be in the LSC at the same time.

Program Operation

Each week the learning support instructor downloads lesson plans from the student’s teachers from RenWeb. These plans include tests, quizzes, projects and homework assignments. The students record the information in their assignment notebooks during their first session of the week.

Test taking in the Learning Support Center is available to all LSC students. Students who prefer to take their tests in the center should arrange this with the instructor and testing will be scheduled during their regular session and/or study hall.

The LSC is not a “study hall.” Therefore, students are urged to come ready to work, i.e. finish overdue assignments, work on long-range projects, prepare for upcoming tests, or be tutored in areas of deficiency. They may prepare papers, use reference materials for research, or scan current periodicals and newspapers for class assignments. Study

helps, tapes and access to the Internet are also available for students who want to improve their classroom skills. Students who do not cooperate with the learning support teacher or who resist doing the work they need to be doing during these assigned times are subject to dismissal from the program.

Participation in the LSC program is more a privilege than a right. As such, it is to be valued and respected. Students are to be courteous to one another and the teacher, cooperative in their participation in the learning process, thankful for and to the classroom teachers for their support and extra work in assisting the student's work in the Learning Support Center, and positive in their attitude and outlook when they come to the LSC.

Because of the nature of the LSC program, our aim is that a wholesome synergism develops between the LSC program (teacher, facility and materials) and willing, cooperative students. As the two work together, we trust that the greater beneficiary will be the student, whose emotional, mental, social and spiritual development will be enhanced.

Tuition for the Learning Support Center

Students may be enrolled in the Learning Support Center for 2, 3 or 4 periods per week. The charges, which are in addition to regular tuition, are listed in the tuition and fee schedule. There are no enrollment options other than 2, 3 or 4 periods per week.

Enrollment Procedure

To enroll a student in this program, please complete the enclosed information sheet and submit it to the school office. If you have questions, or otherwise need to speak with the Principal or the Learning Support instructor about LSC enrollment, please call the school office for an appointment.

Lehigh Valley Christian High School

**THE LEARNING SUPPORT CENTER
APPLICATION FOR ENROLLMENT**

Student's name _____ Grade _____

Parent or Guardian _____

Please answer these questions, either in the space provided (continue on the back if necessary) or on another sheet of paper.

1. Please profile your son or daughter's unique learning abilities and style as you see them.

2. What history of special educational support does your son or daughter have, if any?

3. Please summarize your vision/goals/expectations of your son or daughter's enrollment in the Learning Support Center.

Please choose an enrollment option:

___ 2 periods per week ___ 3 periods per week ___ 4 periods per week

Signature of Parent or Guardian _____ Date _____

(NOTE: Students who do not cooperate with the LSC instructor or who resist doing the work they need to be doing in the LSC may be dismissed from the program. Re-enrollment in the LSC is not automatic from year to year. Please be sure to request an LSC re-enrollment form for the following year if we do not send one to you.)

- Learning Support (in addition to tuition, payable in 12 monthly installments)
 - 2 days/week – \$1776 (\$148/month)
 - 3 days/week – \$2028 (\$169/month)
 - 4 days/week – \$2280 (\$190/month)



Lehigh Valley CHRISTIAN HIGH SCHOOL

Date _____

Guidance Personnel:

Re: Student's Name _____

Date of Birth _____

Address _____

The student identified above has been enrolled in Lehigh Valley Christian High School. We would appreciate your sending us this student's confidential records, including educational & psychological evaluations, IEP's, testing results and any other information that would be pertinent to his/her educational process. This request has been authorized by the student's parent per their signature below.

Thank you for your attention to this matter.

Sincerely,

Robert J. Brennan, Jr.
Head of School

Name and Address of Previous School Attended:

Parent Signature

Date