



# Mt. Lebanon School Dist

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Superintendent  
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November 30, 2020

Dear Mt. Lebanon School District Families,

Now that the cold weather has arrived, I'd like to remind you about our emergency weather procedures. When I make the decision to **delay or close school**, it is always with student safety as my primary concern. Our current situation, with Remote, Hybrid, full In-Person instruction, and the Cyber Learning Academy, creates the need for multiple scenarios. Please note the different plans for each instructional mode.

**Remote Instruction and Elementary Cyber Learning Academy** - Students will continue Remote and CLA Instruction using the regularly scheduled times. For any student who receives in-person instruction during Remote Instruction, their families will receive separate notification and instructions.

## **Hybrid and full In-Person Instruction\***

### **Delayed Start Schedule**

Elementary	AM Cohort 10:00 AM - 12:00 PM PM Cohort 1:00 - 3:30 PM CLA - 10:00 AM - 12:00 PM and 1:00 PM - 3:30 PM
Secondary	All Students Follow the 10 AM Bell Schedule

### **Cancellation**

All students will switch to a Remote Schedule (Flexible Instructional Day) unless otherwise instructed.

\*We are able to switch to Remote Instruction during Hybrid or In-Person as a result of weather because the District is approved for up to five Flexible Instructional Days. If school cancellations exceed five days, instruction will be made up according to the District calendar unless otherwise noted.

## **Phone Alert System**

In the event of a school delay or closing, you will receive an automated phone call from the District's Phone Alert System to the primary phone number you have listed with the school. Only one call per family is made. Calls are typically made no later than 10:00 p.m. and no earlier than 6:00 a.m. On rare occasions, I may need to delay or cancel school after 6:00 a.m. or change a delay to cancellation when there is a question about road conditions or extreme cold.

Your caller ID will display "Mt. Lebanon School District" and the District's main number of 412-344-2000. To opt into text alerts and update your preferences, please refer to this [Mt. Lebanon SMS Alert Guide](#).

The success of this system depends on accurate contact information obtained from school records. **If your information has changed, please update your contact information in the Dashboard or ask the building secretary to update your files.**

**Information Sources for a Delay or Closing:**

- MTLSD website: [www.mtlsd.org](http://www.mtlsd.org)
- School District Cable Channels 19 (Comcast) and 33 (Verizon)
- Mt. Lebanon Public Access Channels 17(Comcast) and 34 (Verizon)
- KDKA TV and [www.kdka.com](http://www.kdka.com); WPXI TV and [www.wpxi.com](http://www.wpxi.com); WTAE TV and [www.thepittsburghchannel.com](http://www.thepittsburghchannel.com)
- KDKA Radio 1020 AM
- Twitter: @MTLSD; @MTLSDSUPER
- Facebook: [www.facebook.com/MTLSD](http://www.facebook.com/MTLSD)
- Push notifications through the MTL APP

There is always going to be snow, cold, and inclement weather in Western Pennsylvania. There may be days when school will be in session when the roads may be snow-covered, and the temperature is cold. On those days, we all need to walk and drive with caution and make sure that our children are appropriately dressed for the cold weather. As always, please use your best judgment regarding the weather conditions in your neighborhood.

Thank you for your help and patience during this winter season.

Sincerely,

A handwritten signature in blue ink that reads "Timothy J. Steinhauer". The signature is written in a cursive style with a large initial 'T'.

Timothy J. Steinhauer, Ed.D.  
Superintendent of Schools

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