



## LIVE OAKS CAREER CAMPUS

Welcome back for the 2024-2025 school year for all of our returning students and to those who are new to Live Oaks, we are so happy that you will be joining us! We are all excited about beginning a new year!

### STAY INFORMED

We'll keep you updated throughout the year via our website, email, and phone messages. Check both your email and the Live Oaks website regularly!

## Live Oaks Career Campus



513-575-1900 MAIN LINE



513-612-4925 ATTENDANCE LINE



<https://hs.greatoaks.com/campuses/live-oaks>

### Administration

Dr. Amy Crouse, Dean of Instruction, [crouse.amy@greatoaks.com](mailto:crouse.amy@greatoaks.com), 513-612-4901

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Mrs. Desaree Runk, Assistant Dean of Instruction, [runkd@greatoaks.com](mailto:runkd@greatoaks.com), 513-613-4904

### Counseling

Mrs. Jennifer Frith, Career Specialist, [frithj@greatoaks.com](mailto:frithj@greatoaks.com), 513-612-4914

Ms. Ashley Kozlowski, Counselor, [kozlowskia@greatoaks.com](mailto:kozlowskia@greatoaks.com), 513-612-4913

Mrs. Kimberly Lewis, Counselor, [lewis.kimberly@greatoaks.com](mailto:lewis.kimberly@greatoaks.com), 513-612-4909



Diamond • Laurel • Live • Scarlet

LIVE OAKS CAREER CAMPUS

**SCHEDULE PICK UP**  
**AUGUST 13, 2024**  
**5:00-7:00 PM**

- ✓ PICK UP STUDENT SCHEDULES
- ✓ MEET TEACHERS AND STAFF
- ✓ VISIT CLASSROOMS
- ✓ COMPLETE OUTSTANDING PAPERWORK
- ✓ ASK QUESTIONS

**CLICK HERE** PROGRAM UNIFORM REQUIREMENTS

 513-575-1900

 <https://hs.greatoaks.com/campuses/live-oaks>



# SCHOOL HOURS AND CALENDAR

- **First Day:** Juniors start August 14th, all students attend on August 15th.
- **School Hours:** 7:50 am – 2:18 pm
- **Full Calendar:** A copy of the 2024-2025 Live Oaks Career Campus Calendar is available [HERE](#).



<i>2024-2025 Live Oaks Career Campus Calendar</i>				
<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
<ul style="list-style-type: none"> <li>• 8/13 – Schedule Pick Up Day 5:00 – 7:00 p.m.</li> <li>• 8/14 – First Day for Juniors</li> <li>• 8/15 – First Day of School for Juniors &amp; Seniors students</li> </ul>	<ul style="list-style-type: none"> <li>• 9/2 – No School (Labor Day)</li> <li>• 9/9 – NO School (Staff In-Service)</li> </ul>	<ul style="list-style-type: none"> <li>• 10/3 – Conference Night</li> <li>• 10/17 – End of 1<sup>st</sup> Quarter</li> <li>• 10/18 – No School (Staff In-Service)</li> </ul>	<ul style="list-style-type: none"> <li>• 11/27 – No School (Conference Exchange Day)</li> <li>• 11/28 – 11/29 – No School (Thanksgiving Break)</li> </ul>	<ul style="list-style-type: none"> <li>• 12/20 – End of 2<sup>nd</sup> Quarter</li> <li>• 12/23 – 12/31 – No School (Winter Break)</li> </ul>
<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>
<ul style="list-style-type: none"> <li>• 1/1 – No School (New Year's Holiday)</li> <li>• 1/2 – 1/3 – No School (Winter Break)</li> <li>• 1/13 – No School (Staff In-Service)</li> <li>• 1/20 – No School (Martin Luther King Day)</li> <li>• 1/24 – No School (Sophomore Visitation)</li> <li>• 1/30 – Sophomore/Parent Open House</li> </ul>	<ul style="list-style-type: none"> <li>• 2/17 – No School (President's Day)</li> </ul>	<ul style="list-style-type: none"> <li>• 3/14 – End of 3<sup>rd</sup> Quarter</li> <li>• 3/24 – 3/28 – No School (Spring Break)</li> </ul>	<ul style="list-style-type: none"> <li>• 4/18 – No School/Good Friday</li> </ul>	<ul style="list-style-type: none"> <li>• 5/13 – Senior Ceremony, NKU, 4:00 pm</li> <li>• 5/22 – End of 4<sup>th</sup> Quarter &amp; Last Day of School</li> </ul>

## BELL SCHEDULE

<b>Student Academic and Lab Bell Schedule</b>	
<b>First Year Students (Juniors)</b>	<b>Second Year Students (Seniors)</b>
Career Lab – 7:50 - 10:27	1 <sup>st</sup> Bell Academic – 7:50 - 8:36
<b>Lunch</b> – 10:30 – 11:03	2 <sup>nd</sup> Bell Academic – 8:39 - 9:25
5 <sup>th</sup> Bell Academic – 11:06 - 11:52	3 <sup>rd</sup> Bell Academic – 9:28 - 10:14
6 <sup>th</sup> Bell Academic – 11:55 - 12:41	4 <sup>th</sup> Bell Academic – 10:17 - 11:03
7 <sup>th</sup> Bell Academic – 12:44 - 1:30	<b>Lunch</b> – 11:06 - 11:38
8 <sup>th</sup> Bell Academic – 1:33 - 2:18	Career Lab – 11:41 - 2:18

# LIVE OAKS ACCOUNTS



Live Oaks operates independently from our affiliated schools, students and parents will need to create new accounts for our systems specifically designed for Live Oaks:

- **Final Forms:** We use Final Forms for important back-to-school documents. You'll receive a separate email with instructions to create your account.
- **PaySchools (Lunch Money):** Manage your student's lunch account easily! Set up a PaySchools account specifically for Live Oaks to add funds. Account setup instructions are included below.
- **ProgressBook & Schoology:** Keep track of your student's progress! Login information for both ProgressBook (grades) and Schoology (assignments) will be sent to parents soon.

## SCHOOL LUNCH

Great Oaks offers affordable, healthy meals daily. Breakfast and lunch are available with options for free or reduced-price meals. Click [HERE](#) to fill out an online Free and Reduced Lunch Application.

Live Oaks uses a separate PaySchools system for managing student lunch accounts. Our cafeteria is **cashless**, to add money to a student's account, you'll need to create a new **PaySchools account specifically for Live Oaks**.

**Please note:** You cannot use the same email address associated with your affiliated high school's PaySchools account.

Here's a quick guide to set it up:

1. Go to <https://www.greatoaks.com/>
2. Click on "Parent Links" at the top
3. Scroll down and click on "Live Oaks students (PaySchools)"
4. After redirection, click on "Live Oaks Payschools Central App Login"



# SCHOOL UNIFORM REQUIREMENTS

All students are required to wear career lab uniforms every day. Uniform requirements can be found [HERE](#).

UNIFORMS

REQUIRED

## TRANSPORTATION

The students affiliate high school provides bus transportation to and from Live Oaks each day we're in session. Contact your affiliated high school's transportation department for details and questions (phone numbers listed below).



Anderson High School Transportation Dept.	513-231-3335
Batavia High School Transportation Dept.	513-732-0935
Clermont Northeastern High School Transportation Dept.	513-732-3957
Goshen High School Transportation Dept.	513-722-2229
Indian Hill High School Transportation Dept.	513-272-4530
Loveland High School Transportation Dept.	513-683-3103
Madeira High School Transportation Dept.	513-561-1366
Mariemont High School Transportation Dept.	513-272-7510
Milford High School Transportation Dept.	513-575-1563
Turpin High School Transportation Dept.	513-231-3335
West Clermont High School Transportation Dept.	513-285-1589

## GREAT OAKS SHUTTLE BUS

Great Oaks offers shuttle buses for students who will attend Live Oaks from another campus. See the current schedule below:

- Laurel to Live Oaks: Departs 6:10 am, Returns 3:45 pm
- Scarlet to Live Oaks: Departs 7:15 am, Returns 2:50 pm

# ATTENDANCE



Review the Attendance Policy (Policy 5200) in the [Great Oaks Student Handbook](#) for details on excused and unexcused absences.

To report an absence:

- Call the school attendance line by 8:30



513-612-4925 ATTENDANCE LINE

## EARLY DISMISSAL

Follow the same procedures as reporting an absence if your student needs to leave before 2:18 PM. Only parents/guardians listed on the emergency medical form can dismiss students. Student-athletes with early dismissal for an affiliated school sport must have a sports early release form signed by the coach, parent, and teacher.

## LATE ARRIVAL & JOB PLACEMENT SCHEDULES

Students with approved late arrival or job placement schedules must sign in/out at the reception desk to avoid being marked absent.

## INCLEMENT WEATHER



Follow your affiliated high school's closure or delay decisions in case of bad weather. Even if your affiliated school closes, Live Oaks may remain open. If that's the case, contact your instructors to stay on top of assignments. We'll keep you updated on weather-related schedule changes at Live Oaks via calls, emails, and our website [www.greatoaks.com](http://www.greatoaks.com).

## SCHOOL PARKING

To ensure a safe and smooth experience for everyone, here are some key reminders for student drivers: Park in designated student spots only after 7:30 AM, and head straight to class after parking. Be courteous by following traffic rules, driving safely, and minimizing noise. Display the Live Oaks parking permit in the vehicle. School officials may search vehicles on suspicion of drugs or weapons. There's no access to the parking lot during the day, so plan accordingly.

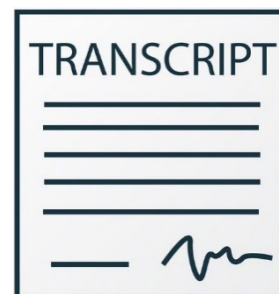
## COLLEGE CREDIT PLUS



College Credit Plus allows students in grades 7-12 to earn both college and high school credit at the same time. To learn more about eligibility, costs, and other important information, please click [HERE](#) or contact your counselor at Live Oaks.

## TRANSCRIPTS & DIPLOMAS

While Live Oaks operates as a separate entity, the affiliated school will still be responsible for student's official academic records, including transcripts and diplomas. All credits a student earns at Live Oaks will be automatically transferred to their affiliated school's system, ensuring a complete and accurate record of their achievements.



## OTHER IMPORTANT INFORMATION

You can find the Great Oaks Student Handbook which outlines student expectations and conduct at: <https://hs.greatoaks.com/current-high-school-students/code-of-conduct-student-handbook>

For information on student medications, parking permits, and Ohio Minor Work Permits, please click [HERE](#).