






## Laurel Oaks Career Campus

To all returning students, welcome back! For those that are new to Laurel Oaks, we are excited to welcome you to our campus.

Laurel Oaks is dedicated to providing an excellent educational experience, as well as a safe learning environment for your student. Our goal is that all students will experience academic growth leading to post-secondary success and rewarding careers.

## STAY INFORMED

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

	300 Oak Drive, Wilmington, OH 45177
	937-382-1411
	<a href="https://hs.greatoaks.com/campuses/laurel-oaks">https://hs.greatoaks.com/campuses/laurel-oaks</a>

## MAIN OFFICE

Mr. Andy McCool, Dean of Instruction  
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Ms. Angie Ferneau, Attendance Secretary  
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937-655-5432

## STUDENT SERVICES

Mr. Scott Anderson, School Counselor  
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Mrs. Ami Brinley, School Counselor  
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Mrs. Amy Comisar, School Counselor  
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Mrs. Claudia Martini, School Social Worker  
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937-655-5414

Mrs. Rhonda Wells, Student Services Secretary  
[WellsR@greatoaks.com](mailto:WellsR@greatoaks.com)  
937-655-5412

## OPEN HOUSE & SCHEDULE PICK-UP

# BACK TO SCHOOL Open House

**Monday, August 12th  
5:00 p.m. – 7:00 p.m.**

*Stop by to meet our staff, visit your classrooms and lab, pick up your schedule, and get help with Final Forms and PaySchools Central.*

For more information, call  
Laurel Oaks at 937-382-1411.



## SCHOOL HOURS AND CALENDAR

### First Day of School:

August 14<sup>th</sup> (Juniors only), August 15<sup>th</sup> All students

### School Hours:

8:07 a.m. – 2:35 p.m.



## BELL SCHEDULE



### **Lab Time Schedule**

Morning Lab: 8:07am – 10:47 am  
Afternoon Lab: 11:58am – 2:35 pm

### **Lunch Schedule**

Morning Lab Lunch: 10:50am - 11:20am  
Afternoon Lab Lunch: 11:24am – 11:54am

### **Academic Bell Schedule**

1<sup>st</sup> Bell 8:07 am – 8:55 am  
2<sup>nd</sup> Bell 8:58 am – 9:43 am  
3<sup>rd</sup> Bell 9:46 am – 10:31 am  
4<sup>th</sup> Bell 10:35 am – 11:20 am  
5<sup>th</sup> Bell 11:24 am – 12:09 pm  
6<sup>th</sup> Bell 12:13 pm – 12:58 pm  
7<sup>th</sup> Bell 1:02 pm – 1:47 pm  
8<sup>th</sup> Bell 1:50 pm – 2:35 pm

**Student Release to Class/Lab: 7:57am**

## LAUREL OAKS ACCOUNTS

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

### **Final Forms:**

We use Final Forms for important back-to-school documents.  
You'll receive an email link through Final Forms to create your account.



### **PaySchools (Lunch Money):**

Manage your student's lunch account easily! Set-up a PaySchools account specifically for Laurel 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.



**Laurel Oaks Campus Calendar  
2024-2025**

	August 2024				
	M	T	W	TH	F
Aug 9 - Teacher Work Day				1	2
Aug 12-13 - Staff PD Campus					
Aug 14 - Junior Day	5	6	7	8	9
Aug 15 - First Day	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

	September 2024				
	M	T	W	TH	F
Sept. 2 - No School/Labor Day Holiday	2	3	4	5	6
Sept. 9 - Staff PD District	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30				

	October 2024				
	M	T	W	TH	F
Oct 18 - End of Quarter 1 (45 days)		1	2	3	4
Oct 24 - Conference Night	7	8	9	10	11
Oct 25 - No School/Staff PD Campus	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

	November 2024				
	M	T	W	TH	F
Nov. 27 - No School/Exchange Day					1
Nov. 28-29 - No School/Thanksgiving Break	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

	December 2024				
	M	T	W	TH	F
Dec. 20 - End of Quarter 2 (41 days)	2	3	4	5	6
Dec. 23-31 - No School/Winter Break	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

	January 2025				
	M	T	W	TH	F
Jan. 1 - No School/New Years Holiday			1	2	3
Jan. 2-3 - No School/Winter Break					
Jan 13. - No School/Staff PD District	6	7	8	9	10
Jan. 17 - No School/Sophomore Visitation	13	14	15	16	17
Jan. 20 - No School/Martin Luther King Day Holiday	20	21	22	23	24
Jan. 30 - Sophomore Parent Visitation	27	28	29	30	31

	February 2025				
	M	T	W	TH	F
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

	March 2025				
	M	T	W	TH	F
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

	April 2025				
	M	T	W	TH	F
		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		

	May 2025				
	M	T	W	TH	F
				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

**Great Oaks Career Campuses**

175 - Student Days 185 - Staff Days  
Calamity Make Up Days: May 23 - May 30  
These make-up days will only be used  
if the Campus would otherwise fall below  
the minimum number of hours for students  
  
or days for staff required for the year by  
ORC 3313.48.

Revised: 3/27/2024

	First/Last Day of School
	No School/Holiday/Break
	No School/Teacher PD Day/Work Day
	No School/Conference Exchange Day
	Last Day of Quarter
	Sophomore Parent Visitation
	Conference
	Junior Day



## SCHOOL MEALS



Great Oaks offers affordable, healthy meals daily. Breakfast and lunch are available with options for free or reduced-price meals. Free and Reduced Lunch Applications are completed through Final Forms.

Students are welcome to pack their lunch from home, but they are not permitted to order food and have it delivered to school or leave campus for lunch. Students are not permitted to consume food or carry open drink containers outside of the cafeteria; however, water is permitted during the school day.

Please click [HERE](#) to visit the Laurel Oaks website for additional information such as monthly menu and pricing.



Laurel 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 Laurel Oaks. You may load money directly from the app or in person with the Laurel Oaks registrar

**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 up your student's PaySchools account:**

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

## TRANSPORTATION

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



<a href="#">Blanchester</a>	<a href="#">937-783-3714</a>	<a href="#">Hillsboro</a>	<a href="#">937-393-4471</a>
<a href="#">Clinton Massie</a>	<a href="#">937-289-2649 ext. 1412</a>	<a href="#">Lynchburg-Clay</a>	<a href="#">937-364-6065</a>
<a href="#">East Clinton</a>	<a href="#">937-584-2786</a>	<a href="#">Miami Trace</a>	<a href="#">740-333-2480</a>
<a href="#">Fairfield</a>	<a href="#">937-780-2221</a>	<a href="#">Washington CH</a>	<a href="#">740-335-6620</a>
<a href="#">Greenfield McClain</a>	<a href="#">937-981-2620</a>	<a href="#">Wilmington</a>	<a href="#">937-382-1641 ext. 7481</a>

## GREAT OAKS SHUTTLE BUS

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

Shuttle to Laurel Oaks (Bus #2) departs Live Oaks at 6:50 a.m. and arrives back at Live Oaks at 3:20 p.m.

## STUDENT PARKING



To ensure a safe and smooth experience for everyone, here are some key reminders for student drivers. Park in the designated student parking lot. Once on campus, students should proceed directly into the building. If arriving before 7:57 a.m., students must report to the cafeteria and wait until the bell rings to be released to their classrooms or labs.

Be courteous by following traffic rules, driving safely, and minimizing noise. Students will be issued a parking pass once their parking permit application is approved. Students should display the Laurel Oaks parking permit in their 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.

## PARENT DROP OFF AND PICK UP

In the morning, parents should drop off their student in the FRONT of the building at the Main Office entrance (accessible from Oak Drive). In the afternoon, parents should pick up their student at the BACK of the building (accessible from Aviation Drive).

## SCHOOL UNIFORM REQUIREMENTS

All students are required to wear career lab uniforms all day, every day.

Uniform requirements may be found [HERE](#).



## ATTENDANCE



Review the Attendance Policy (Policy 5200) in the Great Oaks Student Handbook for details on excused and unexcused absences. To report an absence, please call the school attendance line at 937-655-5432 by 8:45 a.m.

## EARLY DISMISSAL

Follow the same procedures as reporting an absence if your student needs to leave before 2:35 p.m. Only parents/guardians listed on the emergency medical form can dismiss students. Student-athletes with early dismissal for an affiliated school sport or students participating in a school sponsored club must have a Sports/School Club Early Release form signed by the coach and parent.

## 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, Laurel 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 Laurel Oaks via calls, emails, Facebook and our website [www.greatoaks.com](http://www.greatoaks.com).

## WHEN BAD WEATHER STRIKES...



## 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 contact your counselor at Laurel Oaks.

## TRANSCRIPTS & DIPLOMAS

While Laurel 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 Laurel Oaks will be automatically transferred to their affiliated school's system, ensuring a complete and accurate record of their achievements.



## OTHER IMPORTANT INFORMATION

To view the Great Oaks Student Handbook, log into your student's Final Forms or click [HERE](#).

For information on student medications, parking permits, and Ohio Minor Work Permits, please click [HERE](#). You will find frequently requested forms.