

Wayne Trace Junior/Senior High School

Mike Myers, Principal Grades 10-12

Joe Linder, Principal Grades 7-9

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July 31, 2026

Dear Wayne Trace Jr./Sr. High School Students and Parents,

Welcome Back!! We hope that your summer has been an enjoyable one and that you are ready and eager to return to school on Tuesday, August 18th. In this letter, you will find very important information regarding the 2026-2027 school year.

OneView Parent Portal needs to be done every year and will need to be completed for emergency contacts, health information, and computer policy. **This must be completed prior to schedule/computer pick-up.** Log in at waynetrace.org, and click on the Parent tab. You will scroll down to the 'Links' and select OneView Parent Portal. Please log into your account using your existing email and password and complete the registration for each child.

Student Schedules and Laptop Computer Pick-Up- All students in grades 7-12 are **required** to pick up their class schedule and school issued laptop computer on one of the following dates and times. They will also be able to turn in immunization records, and pick up their bus schedule. If they would like to take the computer home, the take home computer fee of \$30 will be added to their school fees. School Fees will be mailed with 1st Quarter report cards on October 23rd.

Student Schedule and Laptop Computer Pick-up dates and times:

Tuesday, August 11 from 9:00 a.m. – 6:00 p.m.

Wednesday, August 12 from 9:00 a.m. – 3:00 p.m.

Schedule Changes: Students will also be permitted to meet with one of the guidance counselors to make schedule changes on these dates, during these times. **Important Note:** Students are encouraged to make changes prior to Open House, since they may not be able to meet with the counselors during this time.

JH/HS Open House:

Thursday, August 13 from 5:00-6:00 p.m.

7th Gr. meeting for students and parents – 5:00 in JH Gym with Mr. Linder

8th Gr. Washington D.C. meeting for students and parents – 6:00-7:00 in the cafeteria. We would like to see all 8th grade students go on this trip, so please plan to attend to get the cost of the trip and other important information!

A cafeteria representative will be available during the Open House to deposit money for your child's lunch account.

Application for Free or Reduced Lunch- This application needs to be completed online at linqconnect.com or you can visit waynetrace.org and click on the link provided under the parent tab.. **A new application is required each school year.** Lunch prices for Jr/Sr. high school are \$3.45 and breakfast will be free for all students.

Payment of Fees- School fees will be mailed home on October 23rd with the 1st Quarter Report Card. All school fees should be paid by November 20th. Please make checks payable to Wayne Trace High School or you can go to the school website at waynetrace.org, click on the Parent tab and then scroll to the bottom and click on the [Pay School Fees](#) link.

Immunizations – All Students must be current on their immunizations. 7th grade students must have documentation of their **Tdap and Meningococcal**. Seniors must have documentation of their **Meningococcal Vaccine**. Documentation should be turned in to the high school before the first day of school. An immunization exemption form must be completed if not obtaining the required immunizations. This form can be picked up in the office or found on the school website under the parent tab.

Dress Code - Students should wear clothing that reflects a positive learning environment free from distractions. This includes any clothing, jewelry, hair etc. that draws attention to the student.

Cell Phone Policy - Students should not have their cell phones on their person at any time during the instructional day. All communication between students and parents will be handled through the school office.

Attendance Policy - There have been changes in the Ohio law concerning school attendance. Please check the school handbook for more information.

If you have any questions regarding any of the information included in this letter, please call the school at 419-399-4100, Option 2. We look forward to a fantastic school year at Wayne Trace Jr./Sr. High School. Enjoy the rest of the summer!

Sincerely,

Mr. Mike Myers and Mr. Joe Linder
Wayne Trace Jr./Sr. High Principals