

千橡中文學校

Thousand Oaks Chinese School

學生手冊

Student's Handbook

2011 ~ 2012



學生/Student 中文/in Chinese _____

英文/in English _____

班級/Class _____

千橡中文學校學生家長手冊

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School Website: <http://www.to-cs.org/tocs/>

Calendar for August 2011 to July 2012

August 2011						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2011						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2011						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011						
S	M	T	W	T	F	S
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27	28	29	30			

December 2011						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2012						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2012						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March 2012						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2012						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2012						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2012						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2012						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Holidays and Observances

Sept. 5, 2011: Labor Day	Jan. 16, 2012: Martin Luther King, Jr. Day
Sept. 12, 2011: Mid-Autumn Festival	Jan. 23, 2012: Chinese New Year
Oct. 10, 2011: Columbus Day	Feb. 20, 2012: President's Day
Oct. 31, 2011: Halloween	May 13, 2012: Mother's Day
Nov. 24, 2011: Thanksgiving Day	May 28, 2012: Memorial Day
Dec. 25, 2011: Christmas Day	June 17, 2012: Father's Day
Jan. 1, 2012: New Year's Day	July 4, 2012: Independence Day

校史簡介

校史

千橡中文學校成立於 1975 年。創設之初只有 8 位學生，由王懋德老師一人擔任教學，租賃 Waverly Adult School 校舍一間開始。至 1989 年學生人數驟增，校舍不敷使用，轉而租借紅木中學 (Redwood Intermediate School) 校舍。由於學生人數不斷的增加，1998 年一月千橡中文學校遷移到千橡高中 (Thousand Oaks High School)，一直延用至今。除了教授基本語文課程外，本校並提供各種選修課程及文化活動。近年來不但繼續努力於校務行政及教學課程之改進，更致力於對主流社會之聯繫，爭取學區及此間社區對中文學校的支持，積極參與文化活動，對外介紹中國文化，邀請學區及地方人士到校參觀，對內則以加強各式活動，改善課程水準，集結華人的力量，共同為華語教育而努力。

歷任校長：

1975 – 1987	施常昭
1987 – 1989	蔡陸
1989 – 1991	張大健
1991 – 1994	張世祿
1994 – 1995	張筱蘋
1995 – 1997	武國英
1997 – 1998	楊曉容
1998 – 2000	潘黛美
2000 – 2001	黃家蘭
2001 – 2002	蔡友文
2002 – 2003	曹織玲
2003 – 2005	萬培娟
2005 – 2006	郭玉梅
2006 – 2007	周洪
2007 – 2008	段治邦
2008 – 2010	李瓊

現任校長：

2010 –	李文成
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Brief History

Thousand Oaks Chinese School (TOCS) was founded in 1975. In the very beginning there were only eight students, taught by Mr. Mao-De Wang. The school started in a classroom rented from Waverly Adult School. In 1989, the number of students increased drastically and the old campus became too small to accommodate the students. The campus was then moved to Redwood Intermediate School. In January 1998, TOCS moved again to Thousand Oaks High School, where it has been the campus ever since. In addition to basic curriculum on Chinese language, TOCS also offers a variety of cultural programs and activities to the students. In recent years, we strive not only to improve the curriculum and administration, but also to communicate with the mainstream society, to gain support from local school districts and the local community, and to participate enthusiastically in various cultural activities. Within the community, our activities include introducing Chinese culture to the local community, and inviting school districts and community members to visit the school. Within the school, our emphases have been to strengthen programs offered to the students, enhance the quality of curriculum, and rally all Chinese-Americans to contribute to the Chinese language education.

Former Principals:

1975 - 1987	Pearl Wang
1987 - 1989	Larry Tsai
1989 - 1991	Jeffrey Cheung
1991 - 1994	Lou Chang
1994 - 1995	Sara Hser
1995 - 1997	Lily Wu
1997 - 1998	Sharon Lin
1998 - 2000	Debby Chang
2000 - 2001	Ellen Long
2001 - 2002	Carol Woo
2002 - 2003	Caroline Tsaw
2003 - 2005	Peggy Joh
2005 - 2006	Yumei Hou
2006 - 2007	Kathy Zhou
2007 - 2008	Zhibang Duan
2008 - 2010	Qiong Li

Present Principal:

2010 -	Wencheng Li
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教學方法簡介

語文班：

普通班每週提供兩小時語文課程。由學前班起，視學生之年齡、人數及程度，分班教學。每班設教師一名，如班級學生人數超過 20-25 人得增設助教一名（詳細申請辦法請參考“教師申請助教的新規定”）。

文化班：

每週提供一小時的文化教育課程，使學生能接觸不同的傳統中華文化。課程包括：美術、美勞、摺紙、書法、珠藝、棋藝、青少年領導人才訓練、功夫、乒乓球、籃球等。

聽說寫讀之訓練：

採用圖片、視聽方式，以達到語文學習上最大的成就。

字体及注音：

本校开设繁體字(注音符號)及簡體字(漢語拼音)兩種班級。

教材：

課文採用

- (1) 美州華語編訂的美州華語課本。
- (2) 聽說讀寫教材。
- (3) 南加州中文學校聯合會編印之補充教材。
- (4) 教師自行選擇。

輔助材料包括各類書籍，卡片及視聽材料。教師依教學課程，擬定家庭作業及語文練習，採用僑委會之華語作業。

考核：

- (1) 除學前班外，每學期舉行期中、期末測驗及不定期的小考(由教師自行決定)，並頒發成績單作為家長之參考。
- (2) 插班生或跳級生則需通過入學測驗以決定編納年級。

獎勵：

- (1) 本校提供獎品及獎狀給品學兼優的學生，每學期由教師評訂各班的獎勵方式。
- (2) 康谷華協獎學金。
- (3) 南加州中文學校聯合會優秀學生獎學金。
- (4) Amgen 熱心家長獎學金。
- (5) 社區熱心中文人士獎學金。
- (6) 全勤獎學金。

※ 詳細申請辦法請向學校查詢

Instruction Method Overview

Language Classes

Regular classes offer two hours of language program on a weekly basis. Students are assigned to classes based on their age, language competency, and size of the class. One regular teacher is assigned to each class, and one teaching assistant may be added if there are more than 20-25 students in the class (refer to “Requirement for Requesting a Teaching Assistant” in the Teacher Handbook).

Enrichment Classes

One period (50 minutes) of enrichment program is offered each week following the language classes in order to introduce the students to various aspects of Chinese culture. These classes include drawing, handcraft, origami, calligraphy, dancing, bridge, calculation with an abacus, martial arts, ping-pong, basketball, tennis, Toastmaster, SAT-II’s subject of Chinese, etc.

Teaching Techniques/Tools

Charts, pictures, flash cards, cartoons, and audio/visual media may be used to facilitate the learning process.

Character & Phonetic Notation Systems

Classes using both traditional Chinese characters (with traditional phonetic system) and simplified Chinese characters (with Pinyin system) are offered.

Textbooks

The following textbooks are used by the school:

- (1) MeiZhou Chinese textbook published by MZHY Editors Group.
- (2) Integrated Chinese textbook.
- (3) Supplementary teaching materials compiled by Southern California Council of Chinese Schools (SCCCS).
- (4) Materials selected by individual teachers.

Supplementary materials include various books, cards, and audio/visual media. The teachers assign homework and language practice in accordance with the teaching curriculum.

Evaluation

- (1) With the exception of the Pre-school class, all classes have quizzes, mid-term exam, and final exams as determined by the teacher. Reports cards are sent to the parents for reference.
- (2) Transfer students or students that have skipped a grade will be evaluated for their competency to determine his/her grade level.
- (3) Standardized language exam is provided to each student for evaluation annually.

Awards and Scholarships

- (1) Awards with certificate are given to students who excel both academically and in character. The award criteria are determined by the teacher of each class.
- (2) CCCA (Conejo Chinese Cultural Association) Scholarship
- (3) SCCC (Southern California Council of Chinese Schools) Scholarship
- (4) Amgen Parents Scholarship
- (5) Avid Chinese Scholarship
- (6) Full Attendance Scholarship

For further information, please contact the school’s administrative office.

註冊及退費辦法

本校採一年註冊一次，一次包括兩個學期的方式。

入學年齡：

學前班學齡必須在四歲以上，以十二月二日為準。

幼稚班學齡必須在五歲以上，以十二月二日為準。

其他則依年齡及程度作分班參考。

註冊時間：

每年預先註冊開始於上學年結束前開始，2011年起開放網上註冊。八月一日前註冊者可享學費優待。

費用：

[註冊費] 每位學生 \$20，除非學校把某班取消，註冊費不能退。

[學費] 幼幼班每位 \$340，幼稚園及以上每位\$380。同一家庭從第三位學生之後每位可享有 \$20 折扣。

凡在八月一日前完成註冊的學生享有\$15 學費折扣。

[書費] 幼稚園到八年級每位\$20; 九年級以上另加 AP 教科書費。開學後辦理退學不退書費。

[其他費用] 家長會會費每位學生 \$15，每個家庭不超過 \$30。
康谷華協會會費每個家庭 \$20。

退款方法：[學費及其他費用]

9/24/11 以前退款 100%，10/31/11 以前退款 75%，11/30/11 以前退款 50%，
1/31/12 以前退款 25%，1/31/12 以後不得退費。

晚入學學生之學費：

晚入學及中途轉學至本校之學生，需經過測試，再依測試結果插班入學。

10/31/11 之前學費以全年計算，11/1/11 至 12/31/11 收 75%之學費，1/1/12 至 1/31/12 收 50%之學費，1/31/12 之後不接受註冊。

其他：

註冊時，必須填妥訴訟放棄權(Waiver)及健康保險資料，否則不予入學。

Registration and Refund Policy

Registration is held once per school year. The registration fees below apply to the entire school year (two semesters).

School Admission Age

Pre-schoolers must be 4 years old (as of December 2). Kindergarteners must be 5 years old (as of December 2). Students in other grades (must be at least 6 years old) are assigned to the class based on their age and competency level.

Registration Time

Pre-registration starts prior to the end of the previous school year. As of 2011, TOCS has switched to an online-only registration process. A discount will be offered to students who pre-register prior to August 1.

Tuition and Fees

Enrollment Fee:	\$20 per student and is non-refundable except when class is cancelled by school.
Tuition:	Pre-school is \$340 per student. Kindergarten and above is \$380 per student. Families with multiple students, the third student and thereafter will each receive a \$20 discount. Students who register prior to August 1 will receive a \$15 tuition discount.
Textbook Fee:	Kindergarten through 8 th grade, \$20 per student. In addition, 9 th grade and above may require an optional AP Chinese textbook fee. If a student withdraws after school starts, the textbook fee will not be refunded.
Other Fees:	PVA fee, \$15 per student with a max of \$30 per family. CCCA fee, \$20 annual membership fee per family.

Refund Policy

100% refund if withdrawn before or on 9/24/11 ; 75% refund if withdrawn before or on 10/31/11; 50% refund if withdrawn before or on 11/30/11; 25% refund if withdrawn on or before 1/31/12; no refund thereafter.

Students Registering During School Year

Students seeking admission during school year will be evaluated for competency level before registration. The tuition is pro-rated as follows:

100% if admitted on or before 10/31/11; 75% if admitted between 11/1/11 and 12/31/11; 50% if admitted between 1/1/12 and 1/31/12.

TOCS will not accept new students after 1/31/12.

Others

- Waiver document and health insurance information are required as part of the registration. They should be completed and returned to TOCS before a student can be admitted.

學生守則

1. 上課時間為每週六上午 9:15 至 12:25，請準時到校上課，並遵守學校作息時間。
2. 學校校舍乃租借場地，請勿動用教室內任何設備(尤其是電腦裝置)、書籍、掛圖及老師用具等，更不可以打開老師桌子的抽屜、動用老師的物品，以保持本校名譽並維持主客間良好的關係。
3. 原有黑板上所留的字請勿擦掉。
4. 保持教室內外之清潔。**嚴禁在教室內飲食，勿將食物丟置教室內的垃圾桶內**。上課時不可嚼口香糖亦禁止戴帽子及太陽眼鏡。如在校園內吃東西，吃剩的食物及果皮等需丟入教室外的垃圾桶內。
5. 任何人若損害了學校的物件，應負責賠償。
6. 禁止攜帶危險玩具、武器及毒品來學校，違者開除、法辦。偷竊行為亦同等處理。
7. 上課時，應該肅靜專心聽講，學生未經老師許可，不得離開教室。
8. 學生在上課時間不守秩序者、老師有權送該生到辦公室接受輔導或靜坐，並給予警告。
9. 學生若違反校規，第一、二次給予警告，第三次通知家長面談。此後即勒令退學，學費不予退還。
10. 因故缺席、遲到或早退，家長應及早通知任課老師。
11. 根據千橡高中的規定, 在沒有老師在場的情況下, 任何學生不得進入教室或單獨留在教室內。
12. 為了安全起見，請家長勿於上午九時前讓孩子單獨留校，並於十二時三十分以前把孩子接走。千橡中文學校對於非上課時間內學生的安全不負任何法律上的責任。
13. 任何人不可於上課時間在課室外大聲交談，擾亂上課情緒。
14. 根據千橡高中的規定, 中文學校學生及家長僅可以在中文學校租貢的範圍內活動.(此範圍包括 F 排教室與 I 排教室以南的空地)。
15. 千橡高中操場（在 F, G 和 H 排教室西面）未經學校的準許不可進入玩耍。
16. 認真按時做老師指定的家庭作業。
17. 緊急狀況發生時學校將根據學生家長提供的緊急聯絡資料與家長聯絡。
18. 鑑於以往有學生代表學校參加校外比賽，學校繳交報名費後，學生臨時又不參加。為避免不必要的浪費，學生家長須事先繳交參加校外比賽的報名費，待比賽結束學生確實出席後，再退還所繳交之報名費。

緊急疏散計劃

鑒於校內老師及學生的安全起見，千橡中文學校希望各位在緊急情況時遵守下列疏散規則：

- 地震發生時，應遠離玻璃窗戶。
- 各就各位躲在自己桌子下面，將手放腦後，蹲下以保持頭臉安全。
- 桌椅移位時，用雙手抓緊桌腳。
- 當地震過後，由各班老師帶隊至籃球場上集合、點名，並等待家長的來臨。家長需要簽名才可帶同學生離校。

School Regulations and Policies

1. School hours are 9:15 AM to 12:25 PM every Saturday. Be punctual, attend regularly, and follow the school schedule.
2. Do not touch or remove any items from classrooms including books, computers (keyboard and mouse), charts, and supplies. Do not open any teacher's drawers or move/use anything inside. It is important to keep good reputation for the school and maintaining smooth relationship with the host school.
3. Do not erase the content left on the chalkboards.
4. Keep the classrooms and campus clean at all times. **No food or drinks are allowed in the classrooms except water.** Students should take off hats/caps and sunglasses before entering the classroom.
5. If a student damages school property, the student's parent(s) will be financially responsible for the damages.
6. No drugs, alcohol, firearms, knives or smoking allowed on campus.
7. Students should respect and follow the classroom rules set by each teacher.
8. Teachers are authorized to send students exhibiting disruptive behavior to the administrative office for corrective counseling. A warning will be issued.
9. Disciplinary actions:
First and Second Violations - verbal warning and counseling. Third Violation - notify parents. Fourth Violation - student will be expelled without tuition refund.
10. Parents should inform school or teachers regarding tardiness, absence or early dismissal from school due to illness or personal reason.
11. As per Thousand Oaks High School policy, no student is permitted inside a classroom without a teacher present. Therefore, all TOCS students are not allowed to remain inside their classrooms unless the teacher is present.
12. Children from regular classes should not be left alone on the campus before 9AM and should be picked up no later than 12:30PM. TOCS assumes no legal responsibility for the safety of students outside the regular school hours.
13. No one should linger or talk outside the classroom when class is in session.
14. Chinese school students and parents are only allowed to stay within the boundary of our classrooms, which is south of the F Building and I Building. To avoid interfering with the various activities, remedial classes and/or exams taking place around the campus on Saturday mornings, please avoid congregating and lingering on other areas of the campus – in particular the tables and chairs in front of the cafeteria.
15. Students must not play in Thousand Oaks High School's athletic field (to the west of F, G, and H Buildings) without prior permission from the administrative office.
16. Students should complete the homework assigned by their teachers each week.
17. In case of emergency, parents will be notified according to the information provided on the registration card.
18. Parents are to pay for the registration fees in advance for outside contests representing the school. The school will reimburse the expenses upon the students' completion of the contests.

In Case of Earthquake

Remember: DROP, COVER & HOLD. Do the following:

- Drop under a desk or table.
- Cover and lower your head by holding two hands together and putting them behind the neck.
- Hold on to the desk if it moves.
- Stay away from any windows.

After the earthquake, all students should follow their teacher to the basketball courts. Teachers will perform roll-calls and wait for the parents to pick up the students. Parent's or guardian's signature is required before releasing the students.

年度活動摘要

2011年		活動	負責人
8月	27	第一學期開學(第三節休課)	全體行政人員
9月	3	假日, 不上課	
	10	教師節謝師活動/中秋節	謝麗容/CCCA/PVA
	24	緊急疏散排練	張維恆/胡朝陽
	24	校內書法及繪畫比賽	慕曉昉
10月	TBD	CCCA 秋季健行	CCCA
	29	萬聖節活動(第三節休課)	PVA
11月	6	南加州中文學校聯合會秋季學術比賽(作文, 翻譯, 書法及	馬紅/趙蓮
	26	假日, 不上課	
12月	3	Room Mother / TA Breakfast	PVA
	TBD	Teen Christmas Party	CCCA
	TBD	CCCA 聖誕舞會	CCCA
	17	聖誕節活動	馬葵
	24	假日, 不上課	
	31	假日, 不上課	
2012年			
1月	21	第二學期開學	謝麗容
	28	班級合影 Class Picture Day	鄭萱
2月	11	校內詩歌朗誦比賽	
	18	CCCA 新年晚會(第三節休課)	CCCA
	25	春宴	謝麗容
	25	Room Mother / TA Breakfast	PVA
3月	TBD	南加州中文學校聯合會學生才藝觀摩表演	
	17	春假, 不上課	
	31	千橡運動會(第三節休課)	胡朝陽/張維恆
	TBD	南加州中文學校聯合會 SAT II 模擬考試	孫明非
	TBD	CCCA 春季健行	CCCA
4月	TBD	南加州中文學校聯合會青少年中華文化常識比賽	武軍
	21	地球日活動	CCCA
	21	海華運動會(Mt. San Antonio College), 不上課	CCCA/慕曉昉
5月	1	CCCA 獎學金截止申請日 / Conejo Valley Day Parade	CCCA
	TBD	南加州中文學校聯合會春季學術比賽(演講, 詩歌朗誦, 經典	趙蓮/馬紅
	8	母親節慶祝活動	馬葵/PVA
	19	期末考	全體老師
	26	假日, 不上課	
	26-28	CCCA 露營活動	CCCA
6月	TBD	Teachers Appreciation Lunch	PVA
	2	學末成績單交回辦公室	葉晚林/王暉
	9	結業典禮/期末野餐(第三節休課)	行政人員/家長會
	TBD	南加州中文學校聯合會青少年夏令營	馬葵

Calendar of Events

2011		<i>Event/Activities</i>	Contact Person
August	27	Commencement of Fall/1st Semester (no 3 rd period class)	TOCS Staff
September	3	<i>Holiday, No School</i>	
	10	Teacher Appreciation Day/ Mid-Autumn Festival	L. Hsieh/CCCA/PVA
	24	Emergency Evacuation Drill	W. Chang/Z. Hu
	24	TOCS Calligraphy and Drawing Contest	X. Mu
October	TBD	CCCA Fall Hiking Event	CCCA
	30	Halloween Parade (no 3 rd period class)	PVA
November	6	SCCCS Calligraphy and Drawing Contest	H. Ma/L. Zhao
	26	<i>Holiday, No School</i>	
December	3	Room Mother / TA Breakfast	PVA
	TBD	Teen Christmas Party	CCCA
	TBD	CCCA Christmas Party	CCCA
	17	Winter Holiday Celebration	K. Ma
	24	<i>Holiday, No School</i>	
	31	<i>Holiday, No School</i>	
2012			
January	21	Commencement of Spring/2nd Semester	L. Hsieh
	28	Class Picture Day	S. Cheng
February	11	TOCS Poem Recital Contest	
	18	CCCA Chinese New Year Performance (no 3 rd period class)	CCCA
	25	Spring Banquet	L. Hsieh
	25	Room Mother / TA Breakfast	PVA
March	TBD	SCCCS Talent Show	
	17	<i>Spring Break, No School</i>	
	31	TOCS Track and Field Meet (no 3 rd period class)	W. Chang/Z. Hu
	TBD	SCCCS SAT II Practice Exam	M. Duan
	TBD	CCCA Spring Hiking Event	CCCA
April	TBD	SCCCS Chinese Jeopardy	J. Wu
	21	Earth Day Event	CCCA
	21	<i>SCCCS Annual Track & Field Meet, No School</i>	CCCA / X. Mu
May	1	CCCA Academic Merit Award Application Deadline	CCCA
	1	Conejo Valley Day Parade	CCCA
	TBD	SCCCS Speech & Poem Recital Contest	L. Zhao/H. Ma
	8	Mother's Day Party	K. Ma/PVA
	19	Final Exam	TOCS Teachers
	26	<i>Holiday, No School</i>	
	26-28	CCCA Memorial Day Camping	CCCA
June	TBD	Teachers Appreciation Lunch	PVA
	2	Final Report Cards due to the office	W. Yeh/H. Wang
	9	Graduation Ceremony / PVA Year End Picnic (no 3 rd period)	TOCS Staff / PVA
	TBD	SCCCS Summer Camp	K. Ma

行事曆 School Calendar

千橡中文學校 2011-2012 學年度行事曆 Thousand Oaks Chinese School 2011-2012 Calendar	
秋季班 Fall	春季班 Spring
08/27/2011 * 開學日 First day of school, 09/10/2011, 09/17/2011, 09/24/2011, 10/01/2011, 10/08/2011, 10/15/2011, 10/22/2011, 10/29/2011 * 萬聖節活動 Halloween, 11/05/2011, 11/12/2011, 11/19/2011, 12/03/2011, 12/10/2011, 12/17/2011, 01/07/2012, 01/14/2012,	01/21/2012, 01/28/2012, 02/04/2012, 02/11/2012, 02/18/2012* 新春晚會 CNYP, 02/25/2012, 03/03/2012, 03/10/2012, 03/24/2012, 03/31/2012* 千橡運動會 TOCS T F Meet, 04/07/2012, 04/14/2012 04/28/2012, 05/05/2012, 05/12/2012, 05/19/2012, 06/02/2012, 06/09/2012* 結業典禮 Last day of school

上課時間 School Hours:

第一節 1st Period : 9:15 – 10:15AM (語文課 Language Class)

第二節 2nd Period : 10:25AM – 11:25AM (語文課 Language Class)

第三節 3rd Period : 11:35AM – 12:25PM (文化教育課 Enrichment Class)

* 本日第三節課停課 (indicates no 3rd period class on that day)

休課日 Days school not in session	
09/03/2011	勞動節 Labor Day
11/26/2011	感恩節 Thanksgiving Day
12/24/2011	聖誕節 Christmas Day
12/31/2011	新年 New Year's Day
03/17/2012	春假 Spring Break
04/21/2012	海華運動會 Annual Track and Field Meet
05/26/2012	國殤紀念日 Memorial Day

教師及教室分配 Teachers and Classroom Assignment

Class	Room	Name	Class	Room	Name
Pre-A	F-10	許美雪 Michelle Hsu	9-A	J-7	俞美娟 Mei Chuan Yu
K-A	I-6	李月玲 Linda Luc	9-B	I-10	金慧星 Huixing Jin
K-B	I-8	曹樺 Hua Cao	畫圖 (初級) Drawing (I)	G-1	嚴錦玉 Sophie Chang
K-C	G-1	李秋慧 Qiu Qiu	素描 Sketch	H-6	仇偉民 Weimin Qiu
K-D	G-2	刘立莹 Liying Liu	象棋 Chinese Chess	G-13	楊星 Matthew Young
1-A	G-3	許肇華 Vivian Jan	國際象棋 Chess	G-6	Dakota Jones
1-B	G-4	羅尼尼 Nini Luo	橋牌 Bridge	G-11	崔磊 Lei Tsui
1-C	G-5	李晓青 Xiaoqing Li	書法 Calligraphy	I-5	龍惠敏 Huimin Long
1-D	G-6	方鵬 Peng Fang	摺紙 Origami	I-7	李思穎 Esther Lee
2-A	G-7	鄭以婷 Cindy Cheng	珠心算 Mental Arithmetic	I-8	楊佩諭 Patty Yang
2-B	G-8	王蓉 Rong Wang	演講 Toastmaster	H-4	張弈霆 Daniel Chang
2-C	G-9	陳曉穎 Xiaoying Chen	SAT II 中文 Preparation	G-12	孫明非 Mingfei Duan
2-D	G-10	魏雯 Wen Wei	乒乓球 Ping - Pong	F Hall	司华晓 Huaxiao Si
3-A	G-11	林毓宣 Christina Lin	網球 Tennis	網球場	鐘文革 Wenge Zhong
3-B	G-12	孫明非 Mingfei Duan			王成昇 Paul Wang
3-C	G-13	楊星 Matthew Young	籃球 Basketball	籃球場	段慧洋 Frank Duan
4-A	H-1	顧瑜雯 Vivian Ku	手工 Craft	G-10	魏雯 Wen Wei
4-B	H-2	朱琳 Lin Zhu Quinn	中國民族舞蹈 Chinese Dance (I)	F-10	李爱捷 Phoebe Li
4-C	H-3	魯芳 Fang Lu			
4-D	G-14	江华培 Paige Jiang	Chinese AP Preparation	G-7	管海玲 Hailing Guan
5-A	F-1	周文英 Tina Yen	中文会话 Chinese Conversation	I-3	趙淑琴 Shuqin Zhao
5-B	H-5	張建萍 Jian Ping Zhang			
5-C	H-6	伍雄麗 Holly Szeto	功夫 Chinese Kung Fu		江子權 Eric Kong
6-A	I-3	劉玲君 Jennifer Liu	攝影與影像處理 Digital Photography & Retouching	H-2	李文遠 Allen Li
6-B	I-5	龍惠敏 Huimin Long			包捷敏
6-C	H-4	鮑江 Jan Fang			
7-A	J-8	許正邦 Matt Hsu	Chinese Yo-Yo	H-3	张楠 Nan Zhang
7-B	I-11	趙淑琴 Shuqin Zhao	國際標準舞 Ballroom Dance	H-1	徐伊娃 Eva Xu
7-C	I-12	张坚 Jane Zhang			
8-A	I-7	金禮泉 Caroline King	中西編織 Weaving	G-2	曾月惠 Katie Chen
8-B	I-9	黃炯濤 Jiongtao Huang	作業輔導 Tutoring	F-1	學生助教 Student TA

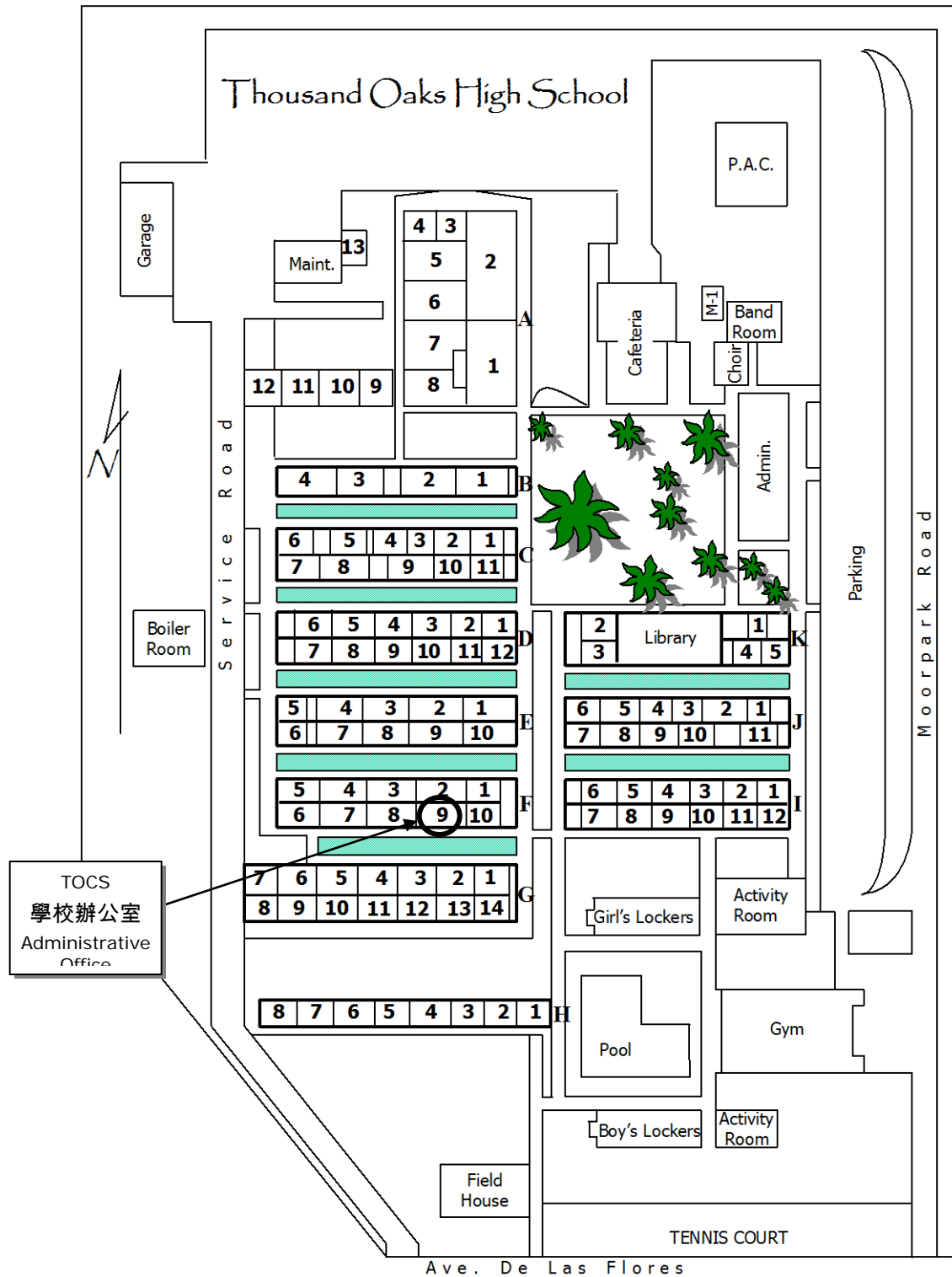
行政人員 Administrative Staff

Title	Name	E-Mail
校長 Principal	李文成 Wencheng Li	wencli@verizon.net
副校長 Assistant Principal	马葵 Kelly Ma	kellyma999@yahoo.com
副校長 Assistant Principal	謝麗容 Li Hsieh	littleaiis@gmail.com
副校長 Assistant Principal	慕晓昉 Xiaofang Mu	xmu_99@yahoo.com
教務組 Academics Director	尚虹 Hong Shang	hongshang@yahoo.com
教務組 Academics Director	閻月會 Jenny Yan	yuehuiyan@hotmail.com
教務組 Academics Director	游麗惠 Tina Yu	tinayu88@yahoo.com
財務組 Budgeting Director	徐冰 Bing Xu	xubing@gmail.com
財務組 Budgeting Director	陈励 Li Chen	chenli.song@gmail.com
資訊組 IT Director	許家銘 Chiaming Hsu	camyhsu@yahoo.com
通訊組 Communication Director	鄭萱 Swan Cheng	pigma98@yahoo.com
總務組 Purchasing Director	王小岩 Sharon Wang	wang_sharon2005@yahoo.com
註冊組 Registration Director	葉晚林 Wanlin Yeh	wanlin_yeh@yahoo.com
註冊組 Registration Director	王暉 Heather Wang	heather_wang@hotmail.com
活動組 Recreation Director	張維恆 Weiheng Chang	weiheng@yahoo.com
活動組 Recreation Director	胡朝陽 Zhaoyang Hu	zhaoyang_hu@yahoo.com
活動組 Recreation Director	馬紅 Hong Ma	hongma847@hotmail.com
活動組 Recreation Director	赵莲 Lian Qin	lian91311@yahoo.com
活動組 Recreation Director	武军 John Wu	johnw01@gmail.com

家長會 PVA (Parent Volunteer Association)

Title	Name	Email	分工
会长	王志芳 Zhifang Wang	wangzhus@yahoo.com	Library/Snack/Security/ Program
副会长	俞璋媛 Amy Yu	amyandye@yahoo.com	Library/Snack/Security/ Program
副会长	李潔君 Polina Lee	chiehchun@yahoo.com	Library/Snack/Security/ Program
財務	高薇 Vivian Gao	vivian.weigao@gmail.com	Accountant/Toy Purchase/Program/Snack
財務	王盈 Ying Wang	binli67@gmail.com	Cash/Snack
理事	邱伟荣 Rick Chiu	zzyyex@gmail.com	Copy Room/Security
理事	钱汝麟 Rulin Qian	rqian2002@yahoo.com	Copy Room/Security
理事	印明非 Mingfei Yin	myin@amgen.com	Snack/Security/Copy
理事	章智华 Zhihua Zhang	zhihuazhang2001@yahoo.com	Snack/Library/Security
理事	洪娟娟 Carrie Ang	angkwankwan@yahoo.com	Snack/Library/ Student of the Month
理事	何志红 Amy Chang	achang1683@yahoo.com	Library/Snack/Copy
理事	曲玉生 Yusheng Qu	yqu@amgen.com, yushengqu@gmail.com	Library/Snack/Copy
理事	戎昭莉 Zhaoli Rong	zrong@amgen.com	Special Program
理事	王淑昆 Shukun Wang	shukunw@amgen.com	Snack/Special Event Purchase
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理事	張文 Wendy Zhang	wendyzhang_26@yahoo.com	Snack/Security/Copy
理事	崔洁中 Laura Cui	lauracui@yahoo.com	Snack/Copy
理事	程建 Jane Cheng	janecheng2@yahoo.com	Purchase/Occasional Snack
理事	王莉 Li Wang	lwangnet@yahoo.com	Library/Snack/Copy
理事	罗以松 Yisong Luo	yisong@us.ibm.com	Copy/Security
理事	袁宏 Crystal Yuan	honglovesmm@yahoo.com	Snack/Security/Copy

學校地圖 Campus Map



Notes

學生手冊閱讀後聲明書 Parent Acknowledgment



**Thousand Oaks
Chinese School**

Location:
Thousand Oaks High School
2323 Moorpark Road
Thousand Oaks, CA 91360
Phone: (818) 636-6107

Mailing Address:
P.O. Box 6775
Thousand Oaks, CA 91362
Website: www.to-cs.org/tocs/

Student's Name: _____, _____ Class _____
(Last Name) (First Name)

I hereby acknowledge the receipt of the Thousand Oaks Chinese School Student Handbook. I have read the handbook with my child and understood the goals, rules and emergency procedure of the school.

Parent's Name: _____, _____ Phone #: _____
(Last Name) (First Name)

Parent's Signature: _____ Date: _____

I wish to be informed of latest news via email: _____

The above is the parent's copy. Please cut off the bottom copy, read and sign it, and turn in to your teacher.
請家長與學生閱讀後簽字，並將下聯剪下，交給班級老師。



**Thousand Oaks
Chinese School**

Location:
Thousand Oaks High School
2323 Moorpark Road
Thousand Oaks, CA 91360
Phone: (818) 636-6107

Mailing Address:
P.O. Box 6775
Thousand Oaks, CA 91362
Website: www.to-cs.org/tocs/

Student's Name: _____, _____ Class _____
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