



SOUTH COAST
CHINESE CULTURAL ASSOCIATION
南海岸中華文化協會

爾灣中文學校
Irvine Chinese School

Welcome to Irvine Chinese School

09-10 School Year Parent Orientation



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Outline

- ICS Vision, Value, Mission, and Goals
- Academic Affairs
- Student Affairs
- IT & Library



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2009-10 Irvine Chinese School

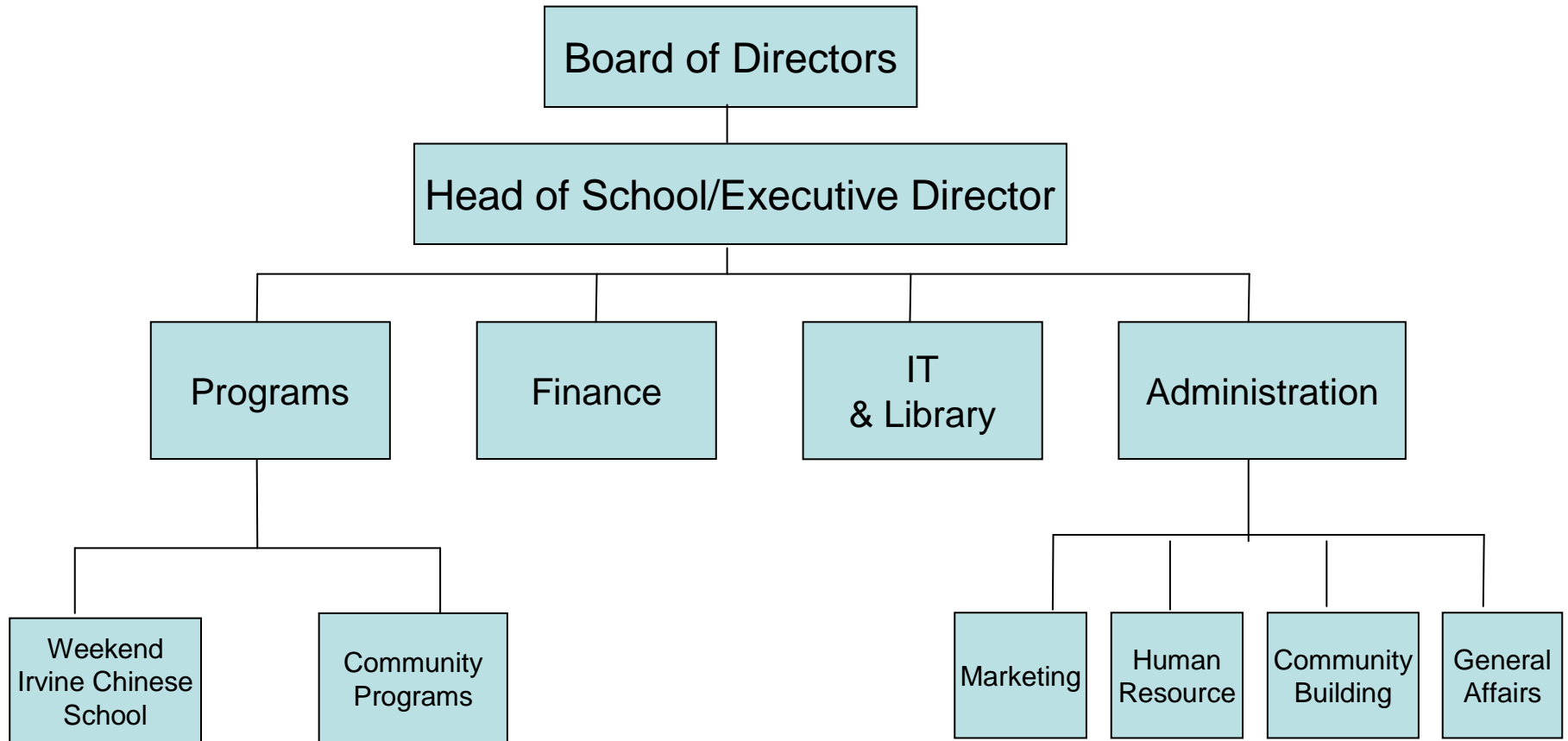
Vision, Mission, Goals



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Organization Structure



Functional Organizational Chart



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Vision

To be the best-run non-profit Chinese education and cultural institution in North America.

成爲北美最佳的非營利中文教育和文化機構



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推廣中文學習
保存中國傳統
增進對中華文化價值的瞭解
提倡多元文化

Mission

***To Promote Chinese Language Learning,
To Preserve Chinese Heritage,
To Enhance the Understanding of the Values of the Chinese Culture, and
To Advocate Culture Diversity in America.***



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Goals

- 1. Improve and expand core programs by emphasizing more on multi-functional, cultural and enrichment aspects.**
- 2. Improve ICS and local Chinese teacher's teaching in pedagogy and technology.**
- 3. Enlarge participants in culture learning and in serving the community.**
- 4. Strengthen administration process by systemizing volunteer management.**



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教務處

Academic Affairs



Introduction of AA

- ***課務 Curriculum** (王宜芬、陳季玲、朱燕、林舜宜)
 - 語文及選修課程和教室的規劃、安排
 - 語文及選修老師聘用、溝通、管理、培訓、評鑑
 - 應屆畢業生相關事宜
- ***校外學分及SAT II中文 Extra Credit & SAT II Chinese** (黃正維)
- ***教材 Teaching Materials** (柯詩婷、郭慧芳)
 - 課本、補充教材、選修教材及其他視聽圖書教材管理
- ***註冊 Registration** (高純瑛、李鳳璣)
 - 語文及選修的報名、加退選；學生入學、轉班的評鑑安插；註冊資料的輸入、維護、更新
- ***學生記錄 Student Records** (王引均)
 - 在學生、畢業生、校友資料查詢；學生成績的維護、更新、印發；校內外證明文件的申請換發
- ***研發 R&D** (爾灣老師)
 - 教材、教案、教學研發包括設計、試用、評比、研發



課程 Programs

- 幼稚園班 Kindergarten

- 一至十三年級 First Grade to High School

Simplified Writing/Pinyin

Traditional Writing/Zhuyin

Conversation/Chinese as Second Language
(CSL)

- 成人班 Adult Classes



課程 Programs

- 週六班 Saturday Program
- 週日上午班 Sunday Morning Program
- 週日下午班 Sunday Afternoon Program
- 週六日選修班 Weekend Electives





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班級與老師

- 週六班語文課 Saturday Language Classes: 13班
- 週日上午班語文課 Sunday Morning Language Classes: 26班
- 週日下午班語文課 Sunday Afternoon Language Classes : 20班
- 週日選修班 Sunday Elective Classes : 61班
- 週六選修班 Saturday Elective Classes : 3班

語文老師 Language Teachers: 36位

選課老師 Elective Teachers: 25位



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選修課

Elective Classes

週日 (Sunday)

- ◆ 三年級以上 ($\geq 3^{\text{rd}}$ grade)
- ◆ 可另繳費加選 (optional >1 elective +fee)
- ◆ 中午班有國樂、硬筆書法、羽毛球、乒乓球、串珠編結、紙藝、功夫、象棋圍棋
Chinese orchestra, penmanship, badminton, ping pong, beading & knotting, paper art, kung fu, chess & go
- ◆ 親子班 Parent can sign up too!
- ◆ Debate & Speech, Math Olympiad at 4:00pm



選修課

Elective Classes

週六(Saturday)

- ◆一年級以上 (≥ 1 st grade)
- ◆繳費加選 (optional+ fee)
- ◆12:30pm-1:20pm 串珠編結、功夫
beading & knotting, kung fu
- ◆1:30pm-3:30pm Parent class:
beading & knotting
- ◆Tell us your interest



其它課程

Other Programs

- 課後輔導 After School
English, Math, Writing, Chinese, Academic Competition, etc.
- 短期學習營 Mini Camp (full day)
- 社區課程 Community Programs
- 快樂暑期營 Summer Camp



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教室規則

Classroom Rules

- *只有輪值家長可以留在教室。 Only room parents in the classroom.
- *輪值家長人數：1至2年級最多3位；其餘各班做多2位。 K~2nd grades: ≤ 3 room parents; other classes: ≤ 2 room parents.
- *輪值家長請協助教師維持秩序，請勿在教室內聊天、閱讀。 Please help students follow directions. Do not read or talk in the classroom.
- *爲了方便教學，若有視聽器材、教具需要安裝或佈置，請輪值家長提早到校，或利用下課時間進行，以避免耽擱上課時間。 Set up equipment before the class or during recess.
- *考試時，請家長不要留在教室。 No parent during test.
- *註冊學生之兄弟姐妹，上課時，不得進入教室內。 Only registered students, no siblings.
- *教室內不可飲食或咀嚼口香糖。 No food or gum in the classroom.
- *進出教室時，請小聲開門/關門。 Open/close doors quietly.



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交流溝通

Communication

- ✓ 一年一至兩次家長學生意見調查，瞭解家長學生反映，聽取建議，作為改進參考
Annual parent/student surveys
- ✓ 一年一至兩次家長教師會議(10月及3月)
Teacher/parent conference (October 2009 & March 2010)
- ✓ 學校網站
ICS website: www.irvinechineseschool.org
- ✓ Report Cards (the end of the semester)
- ✓ Teacher/RPL/School Office



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計劃與方向-Review

- 除了漢/簡、注音/繁，並提供會話雙語班(適合完全不說中文的家庭) New class for students with no Chinese background or experience
- 提供拼音速成、正音班給家長和學生 Pinyin and pronunciation classes for students and parents
- 著重應用、與生活經驗結合的實用中文教學 Practical Chinese that can be applied in daily life
- 給學生機會學習中文電腦輸入(打字) Teach Chinese typing
- 課程中注入中國文化 Introduce Chinese culture
- 加強學生品德教育 Help students build good characters
- 統一教學規範、大綱、進度 *Same guideline, outline & progress*



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學務處

Student Affairs



工作團隊

主任

程東海 Tim Cheng

ttcheng@sbcglobal.net

訓導及交通管制

臧傳德 Charlie Tsang

chuck183154@hotmail.com

諮商輔導及義工協調

歐秋美 Chiu-Mei Chung

meiouchung@yahoo.com

課外活動

張惠美 Angela Lee

ics.activities@gmail.com

課外活動

王瑞霞 Rachel Wang

rayhsia888@yahoo.com

訓導及活動支援

高建勛 Jason Gao

jgao168@yahoo.com



重點工作

舉辦各項課外活動及比賽

讓孩子從活動及比賽中學習並活用中文

加強訓導工作

不定時課堂點名

確定缺席學生向老師請假

未請假學生電話追蹤

推行諮商輔導

用耳傾聽用心共鳴

圓融和諧相互尊重

以做孩子的好朋友為念

陪伴孩子成長與學習



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校內外學生活動

活動項目	報名開始	報名截止	比賽日期	公佈結果	南加州聯合會比賽日期
毛筆/硬筆書法及「英翻中」翻譯比賽	09/12/09	10/04/09	10/11/09	10/17/09	11/08/09
中文識字打字比賽	09/12/09	10/11/09	10/18/09	10/24/09	10/31/09
新春晚會司儀甄選	10/03/09	10/25/09	11/01/09	11/07/09	N/A
虎年海報比賽	11/14/09 (開始收件)	12/13/09	N/A	12/19/09	N/A
虎年新春晚會			02/13/10		
詩歌朗誦比賽	02/06/10	03/07/10	03/21/10	03/27/10	05/02/10
演講比賽	02/06/10	03/07/10	03/21/10	03/27/10	05/02/10
贊化經典獎學金比賽	03/13/10	04/18/10	04/25/10	05/01/10	05/02/10



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參與社區活動

「爾灣多元文化村節」

10月3日(星期六)

推出少林功夫、民族舞蹈等表演節目

「古今迴響：歡慶中華文化」藝術節

10月18日(星期日)在南海岸購物中心

10月24日(星期六)在南海岸購物中心

11月03日(星期二)在橙縣表演藝術中心西格史壯音樂廳

推出青少年國樂團、民族舞蹈等表演節目

「爾灣社區小學宣導中國年」活動

2010年一月底及二月初

選定六所爾灣學區之小學



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圖資處

Library &

Information Technology



成員

- 邱國進 (邱国进) KC Khoo
sokhoo@gmail.com
kckhoo@pacbell.net
- 陳志媛 Joanne Anag



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職責

Duties & Responsibility

- 服務 Services
老師和學生 Teacher & Students
學校行政人員 Administrative
PTO
- IT Infrastructures & Equipment
Hardware and Software: Server, Desktop PC,
Notebook, Router, Printer
Networking: LAN, Wireless
School Database system
Website: www.irvinechineseschool.org
- 圖書館 Library



老師 和 學生

Teachers & Students

- 教學 輔助設備 Teaching aids

Projectors

DVD Players

CD Players

Wireless Internet access

Copy machine user accounts

Computer rooms

Notebooks

Teachers: Users Account - Database. Group Email.

Copy Machine



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學校行政人員 Administrative

- User Account for - LAN Network. Group Email address. ICS Database
- Records management – Convert hard copy to softcopy (Goal)
- Information: Post messages to the Website. (Goal: Traditional, Simplified, English)
- Desktop Publishing (Next Goal if enough volunteer)
- Help Desk: All PC related



家長會 PTO

- User Account for - LAN Network. ICS Database
- Records management – Convert hard copy to softcopy (Goal)
- Information: Website. (Goal)



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IT Infrastructures

- Hardware: Server. Desktop PC. Notebook. Router. Printer. Scanner
- Software: Server O/S. Desktop O/S. Application Software.
- Networking: LAN. Wireless. Internet
- School Database system
- Website: www.irvinechineseschool.org



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圖書館 Library

- Library open to ICS students and families.
 - Weekend Chinese School
 - After School
- Need more volunteers in library.



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Questions
Comments
Suggestions



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New Blood Needed !

爾灣中文學校誠懇的邀請大家，加入我們的團隊，共同為我們的孩子建造一個安全又美好的學習空間，請與我們聯絡！



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SAT II & AP Chinese 課程

課程時段

1. 週日11:00 – 12:00: **SATII Chinese** 〈蔡善瑩老師〉
2. 週日12:00 – 13:00: **SATII Chinese** 第二選修班 〈蔡善瑩老師〉
3. 週日14:00 – 15:00: **SATII Chinese** 〈盧業珮老師〉
4. 週五19:15 – 21:15: 十一月**SATII** 考試準備班 〈盧業珮老師〉
〈九月十八日至十一月六日〉
5. 週五19:15 – 21:15: 五月**AP Chinese** 考試準備班 〈盧業珮老〉
〈十一月十三日至五月,2010〉

**** 報名請洽學校辦公室 ****



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SAT II & AP Chinese Programs

Schedule

1. **Sunday 11:00 – 12:00: SATII Chinese (Ms. Tsai)**
2. **Sunday 12:00 – 13:00: SATII Chinese Second Elective (Ms. Tsai)**
3. **Sunday 14:00 – 15:00: SATII Chinese (Ms. Lu)**
4. **Friday 19:15 – 21:15: November SATII Test Preparation (Ms. Lu) (Sept. 18 to Nov. 6)**
5. **Friday 19:15 – 21:15: May AP Chinese Test Preparation (Ms. Lu) (Nov. 13 to May, 2010)**

**** Registration in office ****



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校外學分申請辦法

- ❖ 申請資格—現為美制高中九至十二年級以上之學生，且選課項目符合規定者。
- ❖ 申請步驟一
 - (1)向本校校外學分組登記。
 - (2)向美制學校領取校外學分申請表，填妥後交與語文老師。
 - (3)申請表經校長簽名核准後由老師發還學生。
 - (4)再將報名表送回美制高中，請該校校長或指定代表簽名登記。
 - (5)向美制高中領回申請表，再交還校外學分組。
- ❖ 學分總數—學生按時完成申請手續，並按規定完成課程要求，每學期可獲校外學分五學分。其學分申請總數以不超過其美制高中學區之限制為準，爾灣學區最多可申請十個學分
- ❖ 課程要求一
 - (1)每週上課四小時及一小時網路課程，並完成一般語文課之指定作業。
 - (2)參加指定之一項文化活動
 - (3)選課要求—限與中國文化或語文相關之選修課課程。



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High School Extra Credits for Chinese Language

- ❖ Qualification --- must be a high school student, 9th through 12th graders.
- ❖ Application procedure:
 - (1) Register with ICS Extra Credits department.
 - (2) Obtain an Application and Authorization for Private Instruction Credit for Foreign Language from your high school. Turn in the form to your ICS language teacher.
 - (3) Upon approval by the ICS Principal, the form will be returned to the student.
 - (4) The student must take the form and obtain approval from the high school Principal or an authorized agent.
 - (5) Return the form to ICS Extra Credits department.
- ❖ Maximum credits --- a student may earn up to 5 high school credits for each semester, but not to exceed the maximum credits allowable by each student's respective high school
- ❖ Program requirements:
 - (1) Attend 4 hours of classroom instruction and one hour on-line course weekly; Must complete all assignments.
 - (2) Participate in various extracurricular culture activities.
 - (3) Students who plan to earn extracurricular credits for Chinese language should limit their choices to Elective classes. Consult Elective department for details.



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校外學分申請辦法

週日上午班 課程時間表： 每週上課四小時及一小時網路課程	週日下午班 課程時間表： 每週上課四小時及一小時網路課程
8:00-9:00 ICS校外學分班 (電腦教室)	12:00-1:00 ICS校外學分班 (電腦教室)
9:00-11:00 ICS 語文課	1:00-2:00 ICS 語文課
11:00-12:00 ICS 選修課	2:00-3:00 ICS 選修課
	3:00-4:00 ICS 語文課

爾灣中文協學校班級 級別對照表：	美國學校第二語文班級
九年級以下	Chinese Level I
十年級	Chinese Level II
十一年級 / 進階華語一	Chinese Level III
十二年級 / 進階華語二	Chinese Level IV
十三年級 / 進階華語三	Chinese Level IV



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High School Extra Credits for Chinese Language

❖ Class Schedules:

four hours of ICS classroom instruction and one hour of online instruction

Sunday AM Class	Sunday PM Class
8:00-9:00 ICS Extra Credit Class (computer room)	12:00-1:00 ICS Extra Credit Class (computer room)
9:00-11:00 ICS Language Class	1:00-2:00 ICS Language Class
11:00-12:00 ICS Electives	2:00-3:00 ICS ICS Electives
	3:00-4:00 ICS Language Class

❖ Chinese Level Conversion:

Irvine Chinese School Level	American High School Class
9 th grade or below	Chinese Level I
10 th grade	Chinese Level II
11 th grade/Advanced Chinese I	Chinese Level III
12 th grade/Advanced Chinese II	Chinese Level IV
13 th grade/Advanced Chinese III	Chinese Level IV