

# 家長服務辦法

## PROCEDURES FOR PARENT SERVICES



富樂頓中文學校是非營利機構，經費有限，需要各位家長協助學校，擔任教室服務和安全管理職務。

1. 每一家庭於註冊時，應繳服務保證金 \$80 (一子弟在學)，或 \$120 (一子弟以上在學)。
2. 家長於註冊時填寫志願工作項目，家長聯絡組據表分派工作。
3. 每學年每一家庭需完成二十點(一子弟在學) 或三十點 (一子弟以上在學) 之服務工作。
4. 每一家庭於完成一項服務工作時，向負責安排服務之工作人員登記，載明點數。
5. 學年結束時，完成服務工作之家長，無論其子弟不再入學，所繳保證金全退。如服務點數不足時，以每點 \$4.00 計算，自保證金中扣除。
6. 本辦法經理事會通過，自 1991-1992 學年開始實施，2005-2006 經理事會決議後修訂。

Due to limited budget, all parents are required to volunteer their service in assisting the teachers and/or the staff.

1. Each family should pay Parent Service Deposit Fee of \$80 (with one student) or \$120 (with 2 or more students) at the beginning of each school year.
2. Parents should choose their area of interest during school registration. Time schedule and tasks will be assigned accordingly.
3. Each family should complete 20 points (with one student) or 30 points (with 2 or more students) of service before the end of the school year.
4. At the completion of each assigned task, the parent should notify the task leader to record your credits.
5. If the parent has completed the required points, regardless if the student is returning next year or not, the parent service deposit fee will be refunded in full. If the parent has not accumulated the required points, a portion of the service deposit fee will be deducted at a rate of \$4.00 per point.
6. The above procedure was approved by the Board of Directors, and took effect since the beginning of the 1991-1992 school term. It was amended by the Board in 2005-2006.