

南加州洛杉磯西區中文學校  
Westside Chinese School at West Los Angeles, California, U.S.A.  
Chinese Language School of Southern California, CLSSC

---

## GENERAL INFORMATION

UPDATED 9/6/16

### School address:

Our school is on the campus of Grand View Boulevard Elementary School, located at 3951 Grand View Boulevard, Los Angeles, CA 90066.

### Parking:

The classes start at 8:45 AM. Because we expect many parents will park their car in order to accompany their children to the classrooms, please plan to arrive at least 15 to 30 minutes before 8:45 to find a parking space. Please minimize the disturbance to the neighbors of the school, such as talking quietly and not honking.

### Teaching team:

This year we have four new teachers. Teacher Chen Gao will be teaching the 2A2 class. Teacher Wenchi Yang Selzer will be at the 6B class, Teacher Ji-Ann Lee at the Adult/Teen Beginner class and Adult Intermediate class, and Teacher Ching-Yi Wang at the Parent and Me 2 class. Some of these teachers are new to our school, but are experienced in teaching Chinese and are valuable additions to our excellent teaching team!

### Learning tracks:

If you have a child new to our school, we have two tracks of beginner classes. "A" track is for families speaking Chinese at home, i.e., heritage learners. "B" track is for families without Chinese language background, i.e., second language learners. Our A track begins with PA for kindergarten students, and then move up one grade per year. Similarly for B track except that there are three beginner classes: PB1, PB2, and Adult/Teen Beginner classes. PB1 and PB2 classes are for younger beginners. Adult/Teen Beginner class is for students over 13 years old. Both tracks teach traditional and simplified Chinese characters, and Zhuyin and Pinyin phonic systems. Students can choose their preferred version to practice. We also have intermediate classes for adults and teens to learn basic Chinese.

### Extracurricular classes:

We offer extracurricular classes, such as Chinese calligraphy, Chinese cooking, Chinese folk dancing, Chinese musical instrument, Chinese painting, origami, martial arts, SAT II prep courses, homework club, scientific handcrafts, school newspaper Westside Breeze, Tai-Chi, and learning Chinese by movies. This year we also have children's Chinese chorus! The annual fee is very reasonable. Please sign up during the first two weeks of school. The EC class will start on the second week, September 17. Prices are subject to change. Extracurricular classes are from 11:55 AM to 12:45 PM.

- \$150 per school calendar year for CLSSC student
- \$175 per school calendar year for parent of CLSSC student
- \$225 per person per school calendar year for non-CLSSC families
- \$275 per person per school calendar year for Adult Tai-Chi class

### Class hours and bell schedule:

Class hours are 8:45 AM to 11:45 AM on Saturdays. The school calendar is posted on the website. The bell schedule is:

- 8:45 to 9:40 1st period
- 9:50 to 10:40 2nd period
- 11:00 to 11:45 3rd period

### Snack:

In the first recess, we sell pastries, cookies, coffee, and hot chocolate. In second recess, we sell Chinese snacks, such as fried rice, noodle, dumplings etc. for \$1/dish. Please purchase tickets for snacks in the cafeteria area.

### School supplies:

Each student should bring his/her own school supplies and water. We are not to touch or use any supplies from Grand View Boulevard Elementary School. Typical supplies to bring to school include pencils, pens, erasers, pencil sharpener, pencil box, ruler, scissor, notebook, and folder. Some classes also require a Chinese dictionary.

### Classroom use policy:

After Chinese class time, each classroom should be returned to its original layout. Our students are prohibited from eating

and drinking in the classroom and from leaving any food related trash. Students should avoid disturbing any items in the classroom.

**Volunteering:**

We are a volunteer-run school and so we need every family to spend at least 20 hours per year to help run our school. The activities may include TA in class, preparing documents for teachers, helping with performance programs, helping with school events (e.g. annual carnival), or operating the school. We need volunteers for campus safety, office work, printing, water distribution, event preparation and organization, snack serving, textbook distribution, fundraising, and library book organizing. We also welcome new members in academic committee, carnival committee, or forming new committees. Parents can visit school website to sign up at SignUpGenius.

**Service point and charge for unfulfilled points:**

Each family is required to serve 20 service points per year (1 service point is roughly 1 hour). If 20 service points are not fulfilled, the charge for each service point is \$20. That means, for any unfulfilled service point, the family has to pay \$20 to be able to continue enrollment for next year.

**School Regulations and Classroom Discipline Policy:**

All students are required and have agreed to abide by the school Regulations and Classroom Discipline Policy upon registration. The Regulations and Classroom Discipline Policy were also provided to parents during registration and are available on the school website.

**Textbook and workbook:**

Textbooks and workbooks will be distributed to students who registered before July 31, 2016 in classroom. Please initial to acknowledge the receipt. Students who registered later will receive their textbooks two to three weeks after registration. Textbooks are also available for sale if we have extra supplies.

**High school foreign language credit:**

A student may receive credit for foreign language instruction received in our school when he or she is enrolled in grade 9 or a higher grade, providing that 120 clock hours of instruction is received.

A maximum of 40 credits is permitted. Credit for Chinese as foreign language instruction is granted only when the District principal has approved our program as a program of acceleration and that the student, parent, and the counselor prior to annual enrollment in our school have planned the acceleration. For more detail to apply for credit, please visit our school website at: <http://westsidechineseschool.weebly.com/forms-3492026684.html> .

**If you are interested in teaching Chinese:**

We welcome parents to serve as a substitute teacher if you are qualified. Please contact the Vice Principal of Academic Affairs if you are interested. We also have designated TA opportunities. These TAs are to assist a particular teacher, not the typical helping out in your child(ren)'s class. Both teacher and designated TA positions are paid.

**Tuition and fees:**

Tuition is \$800 for the entire year (30 weeks) per student. The tuition, minus applicable fees, is fully refundable by October 1, 2016, and 50% refundable between October 2, 2016 and November 30, 2016. Tuition is not refundable after November 30, 2016. In addition, each family needs to deposit \$200 for their 20 hours of service points (refundable after service requirement is met, or can be carried to the next year). New families are required to pay a \$100 non-refundable registration fee. Students may also join the school in the second semester, i.e., in the month of January, if there is still space available in a class. The tuition is \$540. The first day of class of the second semester is January 7, 2017. However, we strongly recommend fall start to avoid missing 12 classes. For spring enrollment, January 31 is the deadline for full refund, and February 29 for 50% refund; no refund afterwards.

**School website:**

Please visit the school website at [www.clssc.com](http://www.clssc.com) for more information about class levels, classroom number, textbook, teacher's name, school map, calendar, regulations, and registration/refund forms. For any questions, please email [information@westsidechineseschool.com](mailto:information@westsidechineseschool.com).

Sincerely yours,

**Stella Wu**, Principal of Westside Chinese School

**Jane Liu**, Vice Principal

**Susan Chen**, Vice Principal of Academic Affairs

**Kyle LeBrache** Vice Principal of General Affairs