

Nqe Lus

Lub Program Information

Hu Tau Rau

Cuv Npe

Chav Computer Lab

**Chav Menyuum Yau
Kawm (TLC)**

Thauj Nquam

thiab ntau yam ntxiv!

FERC

PHAU HANDBOOK



FERC

(nyob ib sab ntawm Clark Preschool)
1180 "E" Street
Merced, CA 95340

(209) 385-6664 Office

(209) 385-6351 Chav Kawm

(209) 385-6352 Chav Computer Lab

(209) 381-2834 Chav TLC

TEEV

Mon — Fri 12:30 — 2:45 PM

Lub Program Information

Lub Chaw Pab Rau Tsev Neeg Koom Tes (FERC) Program yog tsim los qhia lus Askiv rau cov niam txiv / neeg laus kom lawv txawj tutor qhia pab lawv cov menyuam hauv lus Askiv, txhawb kawm rau kev vam meej.

Cov hoob qhia kawm lub 8 Hli Ntuj txog lub 5 Hlis Ntuj thiab kawm hnuv Vas Cas txog hnuv Vas Xuv thaum 12:30-2:45 PM nyob rau ntawm Student thiab Family Service Center, 1180 "E" Street. Cov hoob qhia ntawv yuav tsum qhia kom cov neeg laus kawm ntawv txawj mloog, txawj hais lus, txawj nyeem ntawv, thiab txawj txuj ci sau ntawv. Yuav qhia cov tswv yim kom lawv txawj tutor qhia pab los ntawm cov Community Outreach Specialists cov workshops cob qhia pab rau cov niam txiv.

Koom lub rooj piav qhia kom swm lub luag hauj lwm qhia ntawv thiab Xeem

Tom qab kawm ntawm ib lub asthiv lawm ntawm lub program cov neeg laus kawm ntawv yuav tsum tau koom ntawm lub rooj piav qhia kom swm lub luag hauj lwm qhia ntawv. Ntawm lub rooj piav qhia kom swm lub luag hauj lwm qhia ntawv yuav qhia piav txog tus cai policy tuaj kawm ntawv tsi qhaj, daim tutoring log, thiab ntau yam ntxiv etc., yuav qhia piav rau lub rooj piav qhia lub sijhawm ntawd. Yuav siv CASAS daim Assessment (Comprehensive Adult Student Assessment Systems) los xeem cov tuaj kawm ntawv ntawd.

Cia siab thiab qhov yuav tsum muaj thiaj dhau tau

Policy Tuaj Kawm Ntawv Tsi Qhaj

Yog qhaj ntawv puv 10 hnuv ntawm lub program tejzaum yuav raug muab dropped.

Txoj Cai Lij Choj AB 2102

Lub xeev California txoj cai lij choj teev cia tias cov neeg laus, pab qhia ntawv rau lwm cov menyuam uas tsis yog lawv yug, yuav tsum tau nias kab tes cia.



Hu Tau Rau

Chaw Pab Rau Tsev Neeg Koom Tes (FERC)

1180 "E" Street

Merced, CA 95340

(209) 385-6664 Office

Teev

Vas Cas — Vas Xuv

12:30 — 2:45 PM

Chav Menyuum Yau Kawm (Chav 12)

(209) 381-2834

Blanca AlcarazOrozco Tus Aide Txawj Hais Ob Hom Lus

Elizabeth "Liz" Yanez Tus Naikhu Instructional Aide

Chav Computer Lab (Chav 13)

(209) 385-6352

Tzeng Saechao

Tus Community Outreach Specialist

Chav Qhia Ntawv (Chav 14)

(209) 385-6351

Marilu Vega

FERC tus naikhu

Cecily Lee

Tus Aide Txawj Hais Ob Hom Lus

Cuv npe thiab lub rooj piav qhia kom swm lub

luag hauj lwm qhia ntawv

Cov Community Outreach Specialists

Lucas Lopez

(Spanish)

(209) 385-6752

Tzeng Saechao

(Askiv thiab Co)

(209) 385-6753

Fong Her

(Hmoob)

(209) 385-6754



Chav Menyuum Yau Kawm (TLC)

FERC lub program txhawb pab cov menyuum kawm ntawv. Sijhawm thaum niam txiv kawm hauv chav kawm ntawv, luag yuav pab zov lawv tus menyuum yau (hnuv nyoog 2 xyoos txog qib 6th) los ntawm peb ob tus naiskhu professional staff nyob rau hauv Chav Menyuum Yau Kawm (Hoob 12). Chav Menyuum Yau Kawm yeej muaj khoom ntau yam rau menyuum uasi thiab kawm. Kev kawm hauv lub hoob muaj ntau yam xws li kawm nyob ua Voj Vos, Saib Naam, Ua Holiday Crafts, thiab Ua Homework. Muaj khoom txom ncauj noj muab rau cov menyuum hauv lub program. Tom qab lawb ntawv menyuum tseem nrog Merced City School District.

Txoj Cai

- ◆ Yuav tsum muaj daim Emergency Card file rau txhua tus menyuum.
- ◆ Menyuum mob yuav tsum cia nyob tsev. Peb yuav tsi tu menyuum mob.
- ◆ Niam txiv yuav tsum xee lawv tus menyuum lub npe rau “Hauv” thiab “Tawm” hauv daim ntawv sau npe Zov Menyuum.
- ◆ Tsi pub noj gum losyog noj mov hauv chav tsev zov menyuum ruas pub FERC Program muab rau noj nkaus xwb thiaj tau.
- ◆ Cov khoom uasi (toys) thiab tej khoom yuav tsum cia nyob hauv lub hoob.
- ◆ Tsi pub ntaus, laim khoom, hais lus phem tsi zoo thiab/losyog khiav hav ntawm chav TLC.
- ◆ Menyuum yuav tsum tau hais qhia rau cov neeg ua haujlwm paub yog nws xav mus siv chav tsev dej. Yog tias siv txog, tus niamtxiv yeej coj tau lawv tus menyuum mus rau ntawm chav tsev dej.

Txoj Cai Nplua Lub Txim

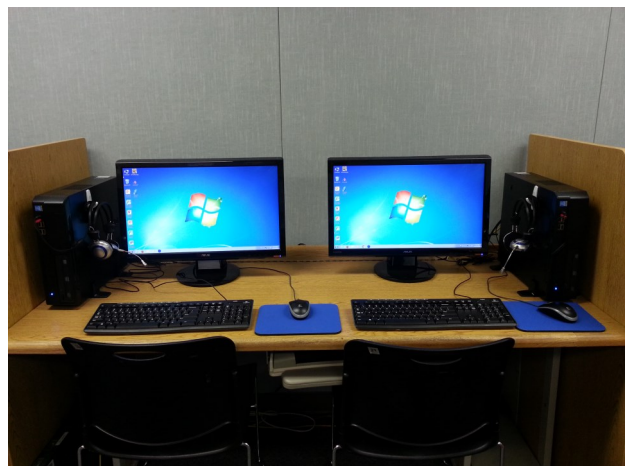
- ◆ Kev nyab xeeb tasnrho ntawm txhua tus menyuum yeej tseem ceeb tshaj plaws rau peb.
- ◆ Menyuum yuav tsum coj ua raws li tasnrho lub hoob cov cai teev. Kev rau txim coj tsi zoo tej zaum ruas muab tso nyob lub txim “time-out”.
- ◆ Yog tseem ua ntxiv, yuav hais rau niam txiv kom ntuas cob qhia tus menyuum. Tus menyuum yuav muab tshem tawm ib hnuv yog hais tias tsim nyog.



Chav Computer Lab

Chav computer lab yeej muaj cov hardware thiab software tshiab tshaj plaws los pab rau cov neeg laus kawm ntawv kawm lus Askiv. Cov neeg laus kawm ntawv yeej siv tau lub hoob kev qhia raws li siv kev sib kawm tau ceev li nws tus kheej hauv lus Askiv lub software (Rosetta Stone thiab Burlington English). Muaj 25 lub Stations, Chromebooks, thiab Smart Board tshiab rau cov neeg laus kawm ntawv kawm computer literacy.

Cov neeg laus kawm ntawv muaj ncauj ke los kawm rau computer basics, keyboarding, internet, email, Google programs (Google Docs thiab Google Slides), thiab ntau yam ntxiv.



Daim Ntawv Cog Lus Siv Khoos Phus Thawm

Kuv pom zoo:

- Siv lub khoos phus thawm rau tsevkawmntawv cov hauj lwm thiab los kawm xwb, thaum kuv tus naikhu hais tias OK.
- Siv tshuab luam ntawv los ntawm tau kev tso cai.

Kuv yuav:

- Coj xeeb ceem zoo.
- Yuav tsum paub cai tasnrho txhua lub sijhawm ntawm lub khoos phus thawm.
- Tsi txhob qhia kuv lub npe tasnrho, chaw nyob losyog xov tooj rau leej twg.
- Tsi mus xyuas ib leej tus twg qhov files yog tsi tau lawv kev tso cai.
- Siv email kom raug cai thiab siv rau tsevkawmntawv tes hauj lwm xwb.

Kuv yuav hwm luag lwm tus, zoo xws li:

- Tsi emailing siv lus phem los cov duab tsi raw kev cai rau leej twg.
- Txwv tsi pub nrhiav cov sites losyog siv cov lo lus tsi raw kev cai yog tsi tau kev tso cai los ntawm kuv tus naikhu.
- Tsi pub khiav ib lub lag luam hauv Internet, losyog tiv yam ub yam no rau commercial losyog noncommercial.

Kuv yuav koom nrog luas lwm tus neeg siv lub khoos phus thawm thiab lub network.

Kuv yuav hwm tasnrho cov cuab yeej hardware thiab software uas kuv siv.

Kuv yuav tsi nyiag ib yam los ntawm Internet losyog xa ib yam dabtsi hauv Internet uas yog luas lwm tus neeg li.

Yog kuv paub tias leej twg tsi ua raws li cov cai no, kuv yuav qhia rau kuv tus naikhu.

Kuv to taub cov cai thiab lees lus ua raws li ntawd. Yog kuv tsi ua raws li cov cai, kuv paub tias kuv yuav siv tsi tau khoos phus thawm ntxiv lawm ntawm tsevkawmntawv ntxiv.



Neeg Laus Kawm Ntawv Xee Npe: _____ Hnub: _____

Thauj Nquam

Kev pab thauj nquam thauj dawb yeej muaj tsi them nyiaj los ntawm Merced's Regional Transit System, The Bus, rau tasrho txhua tus tuaj kawm ntawm lub program. Ib tus neeg kawm ntawv twg hauv FERC xav caij luv npav mus los yuav tsum hu rau Lucas Lopez ntawm tus xov tooj (209) 385-6752 sai li sai tau. Lub FERC Program yuav muab ib daim pib caij luv npav "bus pass" thiab yuav muab cov npe xa mus cob rau Merced Transit System. Ib lub hlis twg ua ntej yuav thov cov pib tshiab peb yuav rov tshawb xyuas cov npe neeg caij luv npav dua ib lwm.

Cov luv npav yuav tos rau ntawm cov chaw uas luag nres ze tshaj plaws nyob ze ntawm tus neeg lub tsev. Lub luv npav yuav txo neeg nyob rau ntawm kev 13th thiab D Street qhov chaw Npav Nres, li 2 block kev ntawm Student & Family Service Center (FERC qhov chaw nyob). Yog koj muaj kev txhawj xeeb dabtsi txog ntawm luv npav kev nquam thauj, thov hu ncaj ntsaim mus rau ntawm Merced Regional Transit office ntawm (209) 384-3111.



Kev Cai Siv Chav Tsev Dej

1. Thov siv chav tsev dej raws li qhov luag taw qhia. Neeg laus siv Naiskhu Chav Tsev Dej thiab mivnyuas yau siv Menyuum Kawm Ntawv Chav Tsev Dej.
2. Siv chav tsev dej tus naikhu tim xyoob Bilingual Aides ntawm chav Toddler Learning Center yuav tsum nrog menyuum mus thiaj tau.
3. Txhua lub sijhawm niam txiv yuav nrog lawv tus menyuum mus tom chav tsev dej thaum twg los tau ruav tsi muaj lwm tus menyuum kawm ntawv nyob rau hauv xwb.
4. Txiaiv tsis pub lwm tus tib neeg laus nrog koj tus menyuum nyob rau hauv chav tsev dej.
5. Thov nco ntsoov rub dej tom qab siv tas.
6. Thov siv xum npum thiab dej ntxuav tes.
7. Thov pov tseg poj niam cov pawj rua hauv lub thoob luas muab.



Neeg Laus Daim Ntawv Cog Lus

Npe _____

Chaw Nyob _____

Xov Tooj _____ Menyuum Lub Tsevkawmntawv _____

Kuv, tus xee npe rau hauv qab nod, cog lus hais tias kuv yuav pab qhia lus Askiv yam tsawg kawg rau ib tus kawm lus Askiv uas tamsim no kawm nyob rau hauv Merced City School District lub sijhaum thaum kuv tseem kawm nyob rau hauv District's lub FERC Program. Raws li record ntawm kuv kev paub ntawm daim ntawv cog lus nod, kuv pom zoo sau txhua txhua hli daim ntawv Tutoring Log muab rov qab rau FERC cov naiskhu ua hauj lwm sau khaws cia cov hnuv thiab cov sijhawm uas kuv pab tutoring muaj npaum li cas sau teev cia nyob rau hauv.

Tus/cov menyuum kuv vas qhia pab tutor yog:

<u>Menyuum Lub Npe</u>	<u>Tsevkawmntawv</u>	Tus nod yog kuv tus menyuum:
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Xee Npe: _____ Hnuv: _____

For Office Use:

FERC Staff Signature

Date Received



Cuv Npe

Npe _____

Chaw Nyob _____

Xov Tooj _____



Kuv muaj menyuam kawm nyob hauv Merced City School District. Yes No

Tsevkawmntawv _____

Kuv yuav caij npav (bus).

Yes No

Kuv xav tau neeg zov menyuam.

Yes No

Tsawg tus menyuam _____

Menyuam lub hnuv nyoo _____

Yuav tsum xam phaj kuv.

Yes No

Yog teb "no", luag tau xam phaj koj thaum twg lawm?

Hnuv _____



Lees Paub

Merced City School District Chaw Pab Rau Tsev Neeg Koom Tes (FERC)

Khob Lus Lees Paub

Kuv, tus neeg xee npe hauv qab nod, tau nyeem thiab to taub cov lus sau nyob rau hauv Lub Nroog Merced Koog Av Kawm Ntawv phau ntawv txog FERC lawm thiab kuv yuav ua raws nraim li cov khob lus qhia siv luag hawj lwm ntawd.

Xee Npe: _____ Hnub: _____

