



## Back-to-School Registration 2021 2021 返校注册说明

**DUE AUGUST 5, 2021**

**2021 年 8 月 5 日截止**

### INSTRUCTIONS

#### 指示

Welcome to Back-to-School Registration! Following these **five steps** will enable you to complete Back-to-School Registration for all enrolled children (note: there is a new step *just for parents of seniors*). Back-to-School Registration captures **all** required information online via the Veracross Parent Portal and the Magnus Health portal. **Please read each step carefully.** Please **allow about an hour** to update your Household Profile and complete your child(ren)'s requirements on our new health portal. Registering for optional programs (sports, after school programs), ordering uniforms, sweatshirts, or yearbooks, etc., will take additional time. If you can't devote an uninterrupted hour in a single sitting, your work is saved as you move from step to step.

欢迎来到返校注册！按照下列**五个步骤**，家长可以同时完成每个家庭所有已注册学生下一学年返校注册表格（注意：高年级学生的父母有一个新的步骤）。您可以通过 **Varacross** 的家长网上档案和 Magnus Health portal (Magnus 健康门户) 在线获取**所有返校注册信息**。请仔细阅读**每一个步骤**。请预留大约一个小时的时间更新修正家庭信息和完成我们新的健康档案里要求的学生信息，注册其它选择性项目（体育，课后活动），购买校服，运动服或者年刊等需要更多时间。如果你不能一次性投入一个小时的时间完成所有注册，你的每一个步骤都可以保存。

- "Print and sign" forms must be uploaded as instructed to the health portal. We *cannot* accept any forms that have been mailed, emailed, or dropped off.

“打印和签字”表格必须按照指示上传至健康档案。我们不接受任何邮件，电子邮件或者个人投递。

- You will find the instructions in Steps #1 – 4 easier to follow from your **laptop** rather than your phone, but you may want to install the Magnus Mobile V2 app on your phone or tablet (Apple App Store or Google Play Store) in order to easily upload images of any printed and signed documents (instructions follow in Step #2). You may alternatively scan your documents and upload them using the browser.

用电脑阅读下列步骤 #1-4 会比用手机阅读更容易，但你可以你的手机或者平板电脑上安装 Magnus Mobile V2 app（苹果或者谷歌应用商店）以便上传图片或者任何签字的文件（指示详见步骤 #2）你也可以扫描你的文件并上传。

- A Chinese translation of these instructions is also available.

下列说明有中文译本。

- Need help? Confused? Please read the **Frequently Asked Questions** (and Answers).

需要帮助？请阅读常见问题与答案。

## STEP #1 — Update: Your Household Profile (REQUIRED)

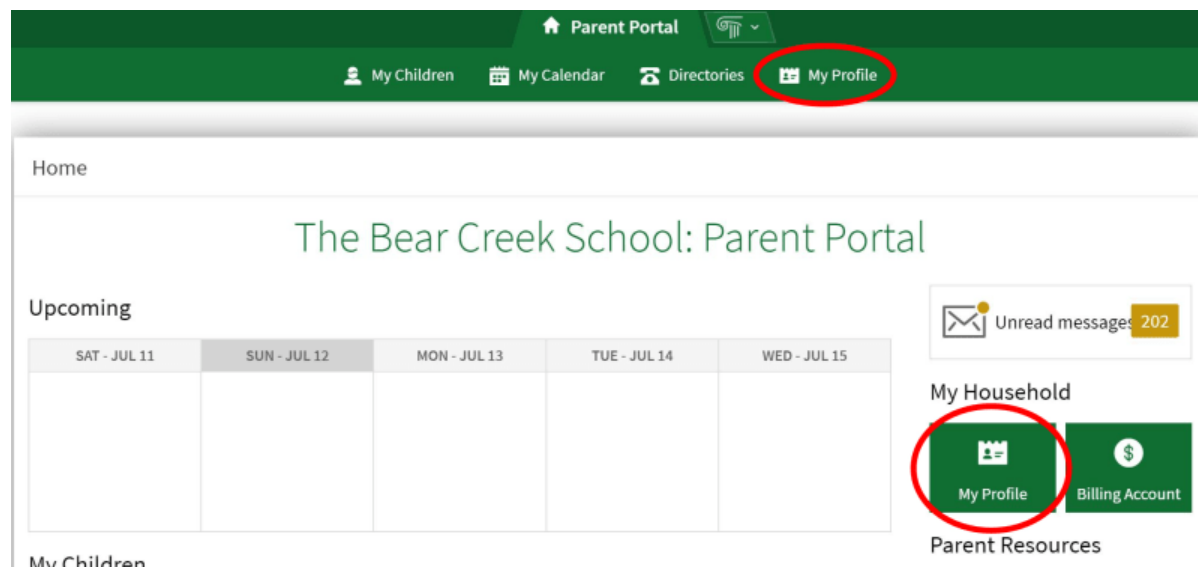
### 步骤 #1 – 更新家庭信息（此项必须完成）

To update the your family's demographic information on your Household Profile, using your Bear Creek username and password, log in on the **Parent Portal**. Then click the "My Profile" button on the Parent Portal home screen or "My Profile" at the top navbar of the Parent Portal.

用你的学校用户名和密码登录进入 **Parent Portal 家长档案**，点击家长登录部分主页内” My Profile “我的信息”键，或者主页上方” My Profile 我的信息 “部分。

**Note to parents of new students:** Your Bear Creek credentials have not changed. Log in using same username and password you used to access the Admission Portal.

新生家长注意：你的学校用户名和密码没有变。请用你登录 Admission Portal 入学档案的用户名和密码登录完成上述步骤。



Follow these instructions to update your **Household Profile**. Read the **FAQ** if you have questions about a specific instruction. Save each card as you review and update your information.

按照以下指示更新你的家庭信息。如对某一项指示有问题请阅读 [FAQ](#) 常见问题与答案。在查看和更新信息时保存每张卡片。

***Please note: Submitted and saved updates do not appear immediately, but will be sent to the student information system manager for processing. Updates will be reflected on your Household Profile within 1 – 2 business days.***

**注意：**上传和保存的更新信息不会立刻显示，会送至学生信息系统管理人员处理。更新的信息一般会在 1-2 个工作日内显示在家庭信息里。

1. In the **Family Information** section 在 **家庭信息** 部分

1. Review and update your address and personal contact information. Each parent must **provide a mobile phone** number for emergencies.

核实并更新家庭地址和个人联系方式。每位家长必须提供手机号码以备不时之需。

2. Review and update your employer(s) and job title(s).

核实并更新雇主信息和工作职位。

3. Review and update your child(ren)'s preferred name(s) and contact information. Unique email addresses are needed for each students in grades 5 – 12. Cell phone numbers are helpful for Upper School students so they may receive emergency notifications. More details are on the Household Profile.

核实并更新学生喜欢被叫的名字和联系信息。每个 5-12 年级学生需要有自己的电子邮件地址。手机号码可以帮助高中学生收到紧急信息。更多细节详见家庭信息资料。

2. In the **Household Contacts** section, 在 **家庭联系人** 部分

1. Click Contacts for My Children. Add individual contacts whom you would like to authorize to pick up your child(ren) from school.

点击 **Contacts for My Children** (我的孩子联系人)。添加你授权的其他人可以从学校接走你的孩子。

2. Click Pickup Authorization. Designate contacts from the drop down menu who may pick up your child at the end of the regular school day.

点击 **Pickup Authorization** (接孩子授权)。从联系人的下拉菜单中指定放学后谁可以接走你的孩子。

3. In the **Grandparents** section, review your children's grandparent contact information. At the beginning of every school year we send Grizzly Grams to all our students' grandparents (P – 12), providing them an opportunity to send their grandchildren a back-to-school message. Grandparents also receive *Modus Vivendi*, our twice-yearly school magazine. To ensure your parents receive these mailings, be sure to provide or update their information on your Household Profile.

在 **祖父母/外祖父母** 部分，核实学生的祖父母及外祖父母信息。每学年开始，我们会发信息给祖父母/外祖父母（幼稚园-12 年级），给他/她们机会为学生们送开学祝福。祖父母和外祖父母也会收到学校每年发行两次的校刊 **Modus Vivendi**。为保证你的父母能收到这些邮件，请核实并更新他们的资料。

4. Review your household and individual password-protected portal **Directory Preferences**. Student contact information is *not* listed in the online directory.

核实你的家庭和个人密码保护档案 **Directory Preferences** 目录偏好。学生的联系信息不会显示在在线目录里。

## STEP #2 — Complete: All Requirements on Student Health Tracker (REQUIRED)

步骤 #2 – 完成：学生健康追踪（此项必须完成）

*All our school release and consent agreements are signed online in our new health portal. You will find information about school health and immunization requirements, field trips, publicity, computer and internet use, photo and video sharing, and more. You may complete the To-Do Lists for all your children prior to proceeding to Step #3.*

所有学校发布和同意协议都在我们新的健康档案里在线签字。你可以找到关于学校的健康和疫苗接种的要求，外出游览，宣传，电脑和网络使用，照片和视频分享等等。在进行第3步之前，您可以为所有孩子完成待办事项清单。

### Magnus Health 健康门户

All student medical information and Back-to-School Registration forms are managed through Magnus Health, an online health and requirement management platform. Tracking compliance for each requirement on your child(ren)'s To-Do List(s) is straightforward. Just complete each requirement with the little "To Do" flag. Magnus Health gives parents continuous access to each child's health record as well as the ability to make updates when needed. You will also have the option to access the account after your child graduates.

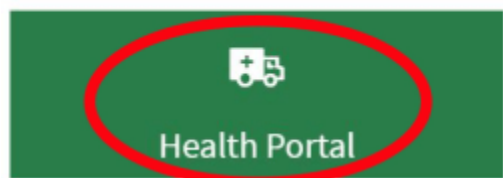
所有学生的医疗信息和返校注册表格都在一个在线健康和需求管理平台 Magnus Health 上管理。这个系统对追踪学生待办事项清单上的每个要求的合规性简单明了。只需用“待办事项”标志完成每个要求。Magnus Health 系统让家长可以连续访问每个孩子的健康记录也可以在需要的时候更新记录。你也可以有选择在孩子毕业以后访问账户。

### In Your Browser 在浏览器中

From the **Parent Portal**, parents may use the Health Portal button to open Magnus Health in a new tab without logging in again.

从家长门户网站，家长可以使用健康门户网站按钮在新选项卡中打开 Magnus Health，而无需再次登录。

### Parent Resources



From the school website (www.tbcs.org), parents will *use their Bear Creek username and password* (usually firstname.lastname) to log in to Bear Creek's health portal. These are the same credentials you use to log in to the **MyBC/Parents** page and enable you to access the Parent Portal (Veracross). All the links to the health portal on our website (www.tbcs.org) are authenticated by Veracross so parents don't have to remember an additional set of credentials.

从学校网站 (www.tbcs.org), 家长将使用他们的 Bear Creek 用户名和密码 (通常是名字. 姓氏) 登录 Bear Creek 的健康门户。这些凭据与您用于登录 **MyBC/Parents** 页面并使您能够访问家长门户 (Veracross) 的凭据相同。我们网站 (www.tbcs.org) 上的所有健康门户链接都经过 Veracross 验证, 因此父母不必记住一组额外的凭据。

### health portal 健康门户

1. Confirm you are using a **supported browser**, especially that your **browser has a built-in reader** so you can preview all the agreements prior to signing them.

确认您使用的是[受支持的浏览器](#), 尤其是您的[浏览器具有内置阅读器](#), 以便您可以在签署之前预览所有协议。

- If electronically-signed requirements don't open in the preview window on the signature page, check your system settings and ensure that the browser is your default app for PDF files. If you still don't see the agreements in the preview window on the signature page, then use Chrome.

如果电子签名要求未在签名页面的预览窗口中打开, 请检查您的系统设置并确保浏览器是 PDF 文件的默认应用程序。如果在签名页的预览窗口中仍未看到协议, 请使用 Chrome。

2. If you are new to Magnus Health, we strongly urge you to **watch the 3-minute video tutorial**.

如果你第一次使用 Magnus 健康门户, 强烈建议你观看 **watch the 3-minute video tutorial 三分钟视频教程**。

3. On the Front Desk, parents will see each child enrolled at Bear Creek listed. For each child, answer the conditional questions and then **complete all the requirements** on the Student Health Tracker To Do List. Read the **FAQ** if you have questions about a specific requirement.

在 Front Desk 页面，家长可以看到已注册的学生名单。回答关于每个学生的问题然后完成学生健康追踪待办清单上**要求的所有事项**。如果你对某一项要求有疑问，请参考 [FAQ 常见问题及回答](#)。

- All requirements are completed and signed online. 所有的要求都在线完成。
- If electronically-signed requirements don't open in the preview window on the signature page, check your system settings and ensure that the browser is your default app for PDF files. If you still don't see the agreements in the preview window on the signature page, then use Chrome.

如果电子签名要求未在签名页面的预览窗口中打开，请检查您的系统设置并确保浏览器是 PDF 文件的默认应用程序。如果在签名页的预览窗口中仍未看到协议，请使用 Chrome。

- A few requirements (those requiring a physician's or student's signature) should be printed, signed, and uploaded.

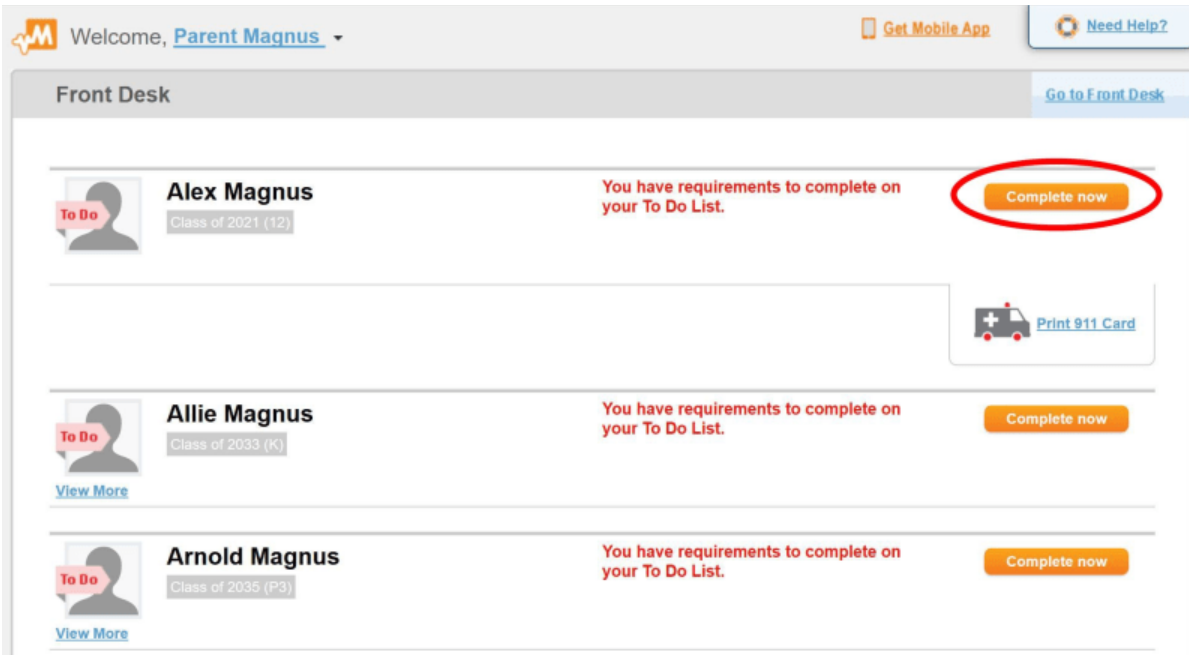
一些要求（需要医生或学生签名的要求）应打印、签名和上传。

- You may **upload scanned documents** in your browser or use the mobile app (see below). Do *not* mail, email, or drop off paper forms to/at Bear Creek.

你可以用浏览器或者手机应用**上传扫描文件**（见下图）。不要发邮件，电子邮件或者人工传递纸质文件到学校。

4. **If you have questions or problems using Magnus Health** (browser or app), please contact their Help Desk via [service@magnushealthportal.com](mailto:service@magnushealthportal.com), 877-461-6831, or using the chat option from their Need Help menu.

如果您在使用 Magnus Health（浏览器或应用程序）时有任何疑问或问题，请通过 [service@magnushealthportal.com](mailto:service@magnushealthportal.com)、877-461-6831 或使用他们的“需要帮助”菜单中的聊天选项联系他们的帮助台。



## Using the Mobile App 手机应用

If you want to use Magnus Health's mobile app to upload images of signed paper forms (certificate of immunization, sports physical, medication authorization, Form I-20 student living arrangements, background check disclosure, and driver acknowledgement) or complete other requirements on the **Student Health Tracker To Do List**, *follow these instructions:*

如果你想用 Magnus 手机应用程序上传签字的表格文件（疫苗接种证书，体育，药物授权，I-20 学生生活安排表格，背景调查，驾驶员确认）或者完成学生健康追踪待办清单的要求，请遵循以下指示：

1. From the school website ([www.tbcs.org](http://www.tbcs.org)), log in to Bear Creek's new secure **health portal** using your *Bear Creek credentials*. These are the same credentials you use to log in to the MyBC/Parents page and enable you to access the Parent Portal (Veracross). All the links to the health portal on our website ([www.tbcs.org](http://www.tbcs.org)) are authenticated by Veracross so parents don't have to remember an additional set of credentials. Magnus Health will open in a new tab. Alternately, from the Parent Portal (Veracross), just use the Health Portal button to open Magnus Health in a new tab without logging in again.

从学校网站 ([www.tbcs.org](http://www.tbcs.org))，使用您的 Bear Creek 凭据登录 Bear Creek 的新安全[健康门户](#)。这些凭据与您用于登录 MyBC/Parents 页面并使您能够访问家长门户(Veracross) 的凭据相同。我们网站 ([www.tbcs.org](http://www.tbcs.org)) 上的所有健康门户链接都经过 Veracross 验证，因此父母不必记住一组额外的凭据。Magnus 健康门户 将在新选项卡中打开。或者，从家



长门户 (Veracross), 只需使用 Health Portal 按钮即可在新选项卡中打开 Magnus 健康门户, 而无需再次登录。

2. On the health portal, ensure you are **on the "Front Desk"** and then hover over your name.

在健康门户, 确保你在**"Front Desk"** 网页然后将鼠标悬停在你的名字上。

3. Choose "Change Credentials."

选择 "Change Credentials."

4. Create a username and password (recommend keeping the same as Bear Creek credentials). This username and password combination will be used as your mobile app login only. You will always use your Bear Creek credentials to log in to the health portal using the links on Bear Creek's website.

新建一个用户名和密码 (推荐使用跟登录学校网站一样的用户名和密码)。这个用户名和密码只用于手机应用登录。你可以总是登录学校网站, 并从网站上的链接登录健康档案。

- A few parents may encounter an error because their Bear Creek usernames are already in use by Magnus Health. If this happens, please select another convenient username.

一些家长可能会遇到错误, 因为他们的 Bear Creek 用户名已被 Magnus Health 使用。如果发生这种情况, 请选择另一个方便的用户名。

## Update Your Username and Password

New Username

❗ Username exists. Please try another name.

New password cannot be the same as your previous two passwords

New Password

Password must meet this criteria

- ✓ At least {0} characters
- ✓ At least 1 special character or symbol
- ✓ At least 1 number
- ✓ At least 1 uppercase letter
- ✓ At least 1 lowercase letter

Confirm Password

Change Credentials

Cancel

5. Watch this video tutorial about [how to use the mobile app](#).

观看视频教程 [how to use the mobile app 如何使用手机应用](#)

6. Download the "Magnus Mobile V2" app from the Apple Store or Google Play. Ensure you have **version 21.05.26 or later**.

从苹果商店或者谷歌播放下载 "Magnus Mobile V2" 应用。确保应用程序的版本是 **21.05.26 或者更高版本**。

7. Log in to the app using your newly created username and password.

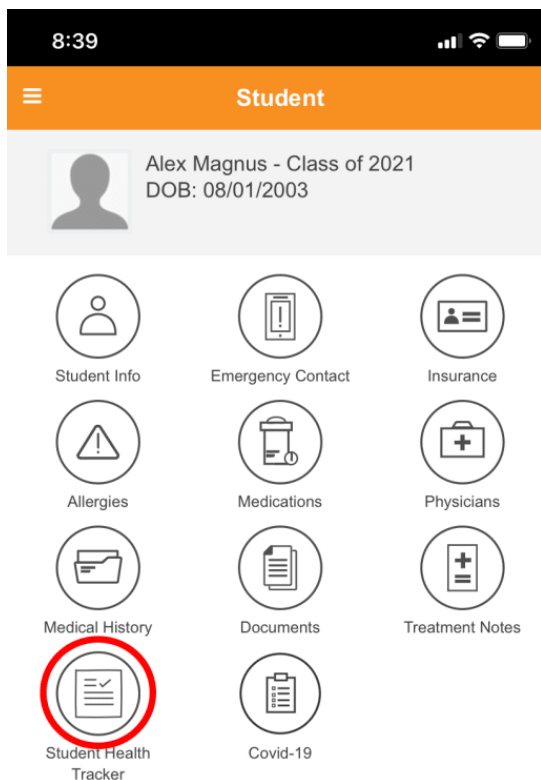
用你新建的用户名和密码登录应用。

8. If you have more than one child enrolled at Bear Creek, select his/her name.

如果你有多个孩子在学校注册，选择他/她的名字。

9. **Click the Student Health Tracker button** to complete To Do List requirements on your phone or tablet.

**点击 the Student Health Tracker 学生健康追踪**，在手机或者浏览器上完成待办清单上的要求。



### STEP #3 — Get Ready: Parking, Yearbooks, Uniforms, School Supplies, and More

步骤 #3 – 新学年准备：停车位，年刊，校服，学习用品及其它

These links will be helpful to you as you prepare for the new school year:

这些链接会帮助你为新学年做准备：

**Order Optional Items:** Use this combined order form to place an order for a **yearbook** or **House sweatshirt**, register for the **SAT School Day**, make a **lunch account deposit**, and/or pay the **student parking fee**. **House sweatshirt order deadline is August 5**. Please check order form for additional deadlines.

请使用上面标题链接中统一表格购买 **年鉴**，**运动衫**，注册 **SAT 考试**，为午餐账户充值及高中生停车位。高中 House sweatshirt 订购截止日期是 8 月 5 日。请在订单表格查看其它物品购买截止日期。

**School Uniforms:** Mask guidelines, graphical guides, and ordering information to prepare for the school year.

点击上面标题链接打开学校网站了解口罩指南，图解说明和购买信息。

**School Supplies Lists:** Bear Creek typically asks parents to purchase a small number of school supplies and the school provides the rest.

学校需要家长购买少量学习用品，其余由学校提供。

**Summer Reading, Review, and Assignments:** Reading, math and more for most students.

使用上面标题链接打开暑假作业网页了解不同年级不同科目作业细节。

**Family Handbook:** Log in on the **MyBC/Parents** page to review the 2020 – 2021 edition. *The 2021 – 2022 edition will be published soon.*

请进入网站家长登录区阅读 2020-2021 学年“学生家庭手册”。2021-2022 学年更新版将在近期完成。

Update your family calendar with important dates. The **2021 – 2022 Yearly Planner** has all the first days of school, school holidays, and last days of school listed. Review the online **School Calendar** and subscribe to relevant feeds using “radio wave” icon on the page.

使用重要日期更新您的家庭日历。2021 – 2022 年度计划表列出了所有开学第一天、学校假期和最后一天。查看在线学校日历并使用页面上的“无线电波”图标订阅相关提要。

## **STEP #4 — Sign Up: Fall Sports and After School Activities**

步骤 #4 – 注册：秋季体育和课后活动

Register now for: 现在就注册：

**Fall sports teams** for both Middle School (grades 6 – 8) and Upper School (9 – 12). Sports registration (pay fees and sign forms) is due August 5.

初中（6-8 年级）和高中（9-12 年级）[秋季运动队](#)。体育注册（支付费用和签署表格）截止日期为 8 月 5

- Upper School gear size forms must be submitted by August 13, and late submissions *cannot* be accepted. See **team pages** for order forms.

高中装备尺寸表格必须在 8 月 13 日之前提交，并且不能接受延迟提交。请参阅[团队页面](#)以获取订单。

- Middle School fall sports team schedules are published on the **Athletics Calendar**.

中学秋季运动队赛程表公布在[田径日历上](#).

Check back later to register for after school activities, including:

稍后回来注册课后活动，包括：

- **Academic Teams** for Upper School (9 – 12). Forensics team registration is open now. Math team registration opens in September.

高中[学术团队](#) (9 – 12)。辩论团队注册现已开放。数学组报名将于 9 月开始。

- **Cubs Club** extends the school day for P3, P4, and P5. Registration opens August 9.

[小熊俱乐部 Cubs Club](#) 延长了 P3、P4 和 P5 的上课日。8 月 9 日开始报名。

- Forensics and math clubs for Middle School (7 – 8) may be offered during spring semester.

春季学期可能会开设中学 (7-8 岁) 的辩论和数学俱乐部。

- Bear Creek *Plus*, our after school program for K – 6 students, provides enrichment and extended day classes that typically meet one afternoon each week over the course of a term. May be offered during spring semester.


Bear Creek Plus 是我们为 K-6 学生设计的课后计划，提供丰富和延长的日间课程，通常在一个学期的每周一个下午开设。可能在春季学期提供。

## Step #5 — Hang On: Seniors Only

步骤 #5 – 等一下，高年级学生才需关注

Congratulations to the Class of 2022! As the parent of a senior, there are some additional forms and requirements to complete on the health portal during Back-to-School Registration.

祝贺 2022 届毕业生！作为一名高年级学生的家长，在返校注册期间需要在健康门户网站上填写一些额外的表格和要求。

To Do	Senior Off-Campus Permission	Fill it out
To Do	Senior Fall Trip Consent and General Liability Release and Waiver of Claims	Fill it out
To Do	<b>18YO Senior Fall Trip Consent and General Liability Release and Waiver of Claims</b> <i>Upload student-signed release no earlier than his/her 18th birthday.</i>	 
To Do	<b>My child's Senior Fall Trip High Trek Adventures Waiver has been signed.</b> <i>Before clicking Yes, parents or 18-year-old students must complete this additional waiver:</i> <a href="#">High Trek Adventures Waiver</a>	<input type="button" value="Yes"/> <input type="button" value="No"/>

Only students turning 18 before August 27 will have this requirement.

Also, there is a special **Senior Class** page just for parents of seniors. Please bookmark that page and check it frequently throughout the school year.

此外，还有一个专为高年级学生的家长设计的高年级**班级**页面。请将该页面加入书签并在整个学年中经常查看。

1. Seniors may attend College Application Summer Office Hours on Tuesdays and Thursdays during August. Tuesday meetings will be held in Teams, and Thursday meetings will be held in person. Fall semester Senior Drop-In Office Hours (also held in-person) are offered every Monday beginning October 4. Drop-in office hours are for seniors, and no appointment is necessary. Check the **School Calendar** for the meeting link or location.

高年级学生可以在八月的周二和周四参加大学申请夏季办公时间。周二的会议将在 Teams 中举行，周四的会议将面对面举行。从 10 月 4 日开始，每周一提供秋季学期的高年级学生访问办公时间（也面对面举行）。访问办公时间是针对高年级学生的，无需预约。检查**学校日历**以获取会议链接或地点。

2. IMPORTANT: Seniors will take a day trip to High Trek Adventures in Everett on Friday, August 27. Don't forget to complete the **High Trek Adventures waiver** online.

重要提示：8 月 27 日星期五，高年级学生将参加在 Everett 的 High Trek Adventures 一日游。不要忘记在线完成 **High Trek Adventures 豁免**。

3. Seniors may arrive late, leave early, and leave campus in the middle of the school day with permission. Sign the permission form when completing your To-Do List on the Magnus Health portal.

高年级学生可能会迟到，早退，并在获得许可的情况下在上学日中午离开校园。在 Magnus Health 门户上完成您的待办事项列表时，在许可表上签名。

4. Seniors may **sign up** for an individual appointment with Mrs. Murray this fall. Signups open on Monday, August 23 at 3:00 p.m. after class schedules have been posted.

高年级学生可以**注册**与 Mrs. Murray 今年秋天单独约会。报名将于 8 月 23 日星期一下午 3:00 在课程表发布后开放。

5. Seniors may **register** for the School-day SAT which will be held at Bear Creek on Thursday, October 28. The registration deadline is Friday, September 17.

高年级学生可以**报名**参加将于 10 月 28 日星期四在 Bear Creek 举行的 School-day SAT。报名截止日期为 9 月 17 日星期五。

6. Senior class yearbook items (portrait, quote, and baby picture) are due on Friday, October 15. Please review the Class of 2022 **yearbook flyer** for all the submission details.

高年级年鉴项目（肖像、报价和婴儿照片）将于 10 月 15 日星期五到期。请查看 2022 年班级**年鉴传单**以了解所有提交的详细信息。

7. Seniors may **order a class sweatshirt** through the online Grizzly Gear Shop.

高年级学生可以通过在线 Grizzly Gear Shop **订购班级运动衫**。

## SUMMER HOURS

### 暑假时间

**Redmond Campus:** (Main building and Upper School)

**Redmond 校区:** (主楼和高中)

- June 21 – August 5: 9:00 a.m. to 3:00 p.m., closed on Fridays

6 月 21 日至 8 月 5 日：上午 9:00 至下午 3:00，周五休息

- July 5: Closed (Independence Day observed)

7 月 5 日：关闭（独立日假期）

- August 9 – August 20: 9:00a.m. to 3:00 p.m., open on Fridays

8 月 9 日 - 8 月 20 日：上午 9:00 下午 3:00，周五开放

- August 23: Regular office hours resume

8 月 23 日：恢复正常办公时间

### **Valley Campus: (Preschool)**

#### **Valley 校区：(学前班)**

- July 17 – August 13: Closed

7 月 17 日至 8 月 13 日：关闭

- August 16: Regular office hours resume

8 月 16 日：恢复正常办公时间

The **libraries** in the Main Building at Redmond Campus are closed this summer (see [Summer Reading Program](#)).

Redmond 校区主楼的图书馆今年夏天关闭（见暑期阅读计划）。

## **REMINDERS**

### **提醒**

Parents, you will receive email reminders if your Back-to-School Registration requirements are incomplete. Please read the [Frequently Asked Questions](#) (and answers) if you have questions about how to complete Back-to-School Registration or why you received a reminder. Contact Sini Fernandez ([sfernandez@tbcs.org](mailto:sfernandez@tbcs.org)) if you have additional questions.

家长们，如果您的返校注册要求不完整，您将收到电子邮件提醒。如果您对如何完成返校注册或收到提醒的原因有疑问，请阅读[常见问题](#)（和答案）。如果您有其他问题，请联系 Sini Fernandez ([sfernandez@tbcs.org](mailto:sfernandez@tbcs.org))。

## **VIDIGAMI**

### *Important Notes:*

#### **重要通知：**

- *Vidigami V3 was released in early July.*



Vidigami V3 于 7 月初发布。

- *On your mobile device, first **delete the Vidigami app**, then follow these [instructions](#) to install the new web app.*

在您的移动设备上，首先删除 Vidigami 应用程序，然后按照这些[说明](#)安装新的网络应用程序。

- *Stay tuned for more communication regarding how to use V3. It is looks **very different** than the previous version.*

请继续关注有关如何使用 V3 的更多信息。它看起来与以前的版本大不相同。

- *Accounts for new parents will be created in late July.*

新父母的帐户将在 7 月下旬创建。

Click the Vidigami link on [MyBC/Parents](#) to activate your account on our secure, private photo and video sharing service if you haven't already done so previously. We encourage parents to share photos and tag them (especially at the beginning of the school year). The more photos tagged, the better the facial recognition algorithm will do at auto-tagging photos as the school year progresses, which will enable you to find photos of your child(ren) and populate your personal feed with photos that are relevant (e.g., contain photos of your child(ren)).

如果您之前还没有在我们的安全、私密的照片和视频共享服务上激活您的帐户，请单击 MyBC/Parents 上的 Vidigami 链接。我们鼓励家长分享照片并标记它们（尤其是在学年开始时）。标记的照片越多，随着学年的进行，面部识别算法在自动标记照片方面做得越好，这将使您能够找到您孩子的照片并使用相关照片填充您的个人信息流（例如，包含您孩子（们）的照片）。

## CONTACTS 联系方式

### BY DIVISION 按学龄部门

#### *Preschool (P3 – P5) 学前班 (P3 – P5)*

- Division Head Rachel Urban, [rurban@tbcs.org](mailto:rurban@tbcs.org), 425-885-9401 ext. 402
- Division Assistant Minette Williams, [valley.office@tbcs.org](mailto:valley.office@tbcs.org)

## *Lower School (grades K – 4) 低年级 (K – 4 年级)*

- Division Head Kristen Gephart, [kgephart@tbcs.org](mailto:kgephart@tbcs.org), 425-898-1720 ext. 115
- Dean of Students Tressa Parker, [tparker@tbcs.org](mailto:tparker@tbcs.org), 425-898-1720 ext. 122
- Division Assistant Cady Reimer, [creimer@tbcs.org](mailto:creimer@tbcs.org), 425-898-1720 ext. 116

## *Early Middle School (grades 5 – 6) 初中 (5-6 年级)*

## *Middle School (grades 7 – 8) 中学 (7-8 年级)*

- Division Head Jenn McDonough, [jmcdonough@tbcs.org](mailto:jmcdonough@tbcs.org), 425-898-1720 ext. 229
- Dean of Students Nathan Pettit, [npettit@tbcs.org](mailto:npettit@tbcs.org), 425-898-1720 ext. 209
- Division Assistant Carol Willard, [cwillard@tbcs.org](mailto:cwillard@tbcs.org), 425-898-1720 ext. 215

## *Upper School (grades 9 – 12) 高中 (9-12 年级)*

- Division Head Carol Miller, [cmiller@tbcs.org](mailto:cmiller@tbcs.org), 425-898-1720 ext. 539
- Dean of Students Kevin Davison, [kdavison@tbcs.org](mailto:kdavison@tbcs.org), 425-898-1720 ext. 735
- Division Assistant Debbie Stump, [dstump@tbcs.org](mailto:dstump@tbcs.org), 425-898-1720 ext. 532

## **BY DEPARTMENT 按职能部门**

### *Tuition and Fees 学杂费*

- Business Operations Manager (业务运营经理) Kathleen Lewis, [klewis@tbcs.org](mailto:klewis@tbcs.org), 425-898-1720, ext. 302

### *Giving or Volunteering 捐赠或志愿服务*

- Vice President for Philanthropy and Community Engagement (慈善和社区参与副总裁) Debbie Marchione, [dmarchione@tbcs.org](mailto:dmarchione@tbcs.org), 425-898-1720, ext. 338

### *Attendance 出勤*

- See instructions on [Attendance](#) page; email [attendance@tbcs.org](mailto:attendance@tbcs.org)

请参阅出勤页面上的说明；电子邮件 [attendance@tbcs.org](mailto:attendance@tbcs.org)

### *Health Services 健康服务*

- Health Services Manager and School Nurse (健康服务经理和学校护士) Lea Hysom, [lea.hysom@tbcs.org](mailto:lea.hysom@tbcs.org), 425-898-1720 ext. 399

## *Back-to-School Registration 返校注册*

- Communications Manager (沟通经理) Sini Fernandez, [sfernandez@tbcs.org](mailto:sfernandez@tbcs.org)

## *Athletics 运动*

- Athletics Director (运动总监) Chad Pohlman, [cpohlman@tbcs.org](mailto:cpohlman@tbcs.org), 425-898-1720 ext. 431 (grades 9 – 12 sports)
- Middle School Athletics Director (初中部运动总监) Ryan Byram, [rbyram@tbcs.org](mailto:rbyram@tbcs.org), 425-898-1720 ext. 430 (grades 6 – 8 sports)

## *College and Academic Advising 大学和学术咨询*

- Dean of College and Academic Advising (学院院长和学术顾问) Colleen Murray, [cmurray@tbcs.org](mailto:cmurray@tbcs.org), 425-898-1720, ext. 533 (grades 11 – 12)
- Dean of Academic Advising (学术顾问院长) Emily Schuldt, [eschuldt@tbcs.org](mailto:eschuldt@tbcs.org), 425-898-1720 ext. 535 (grades 9 – 10)
- Registrar (注册) James Woollard, [jwoollard@tbcs.org](mailto:jwoollard@tbcs.org), 425-898-1720 ext. 537

## *Admissions 招生*

- Director of Admissions (招生部总监) Christie Hazeltine, [admissions@tbcs.org](mailto:admissions@tbcs.org)

Also check out the [online directory](#) of faculty and staff.

还可以查看教职员工的[在线目录](#)。