

# 國立岡山高級農工職業學校 112 學年度第 2 學期第 1 次行政會議資料

時 間：中華民國 113 年 2 月 26 日(星期一)上午 9 時 10 分

地 點：本校行政大樓 2 樓簡報室

主 席：陳秘書資文

出席人員：詳見簽到表

## 壹、追蹤管制情形

## 貳、主席報告

## 參、各處室報告

## 肆、議案討論

案由一：因應校長 2 月臨時出缺，請做成議決將代理校長人選報給國教署。

提案單位：秘書室。

說明：

經詢及查閱國教署相關資料校長代理人並無強制排序規定。

本案將依循往例詢問教務主任及秘書等一級主管有無意願擔任代理校長一職。

決議：

案由二：蔣壁輝校長治喪事宜，請討論。

提案單位：秘書室。

說明：

- 一. 奠儀統一由各處匯整後，交由校長室孫亞玲小姐，或直接交給孫亞玲小姐登記代收。
- 二. 花圈可向王永在老師登記。或是各處室科直接依訃文上面的 QR Code 上網登記。
- 三. 公祭時間為 113 年 3 月 9 日(六)，學校將在早上 7 點 50 分開遊覽車前往，與一同前往的同仁請上 Google 表單登記。  
<https://forms.gle/z2soua84LAXA75XC9>。
- 四. 遊覽車已跟家長會會長討論過，將由家長會支用。故請家長會、校友

會和文教基金會,轉至各自的群組 登記一同搭遊覽車前往。

決議：

#### 伍、臨時動議

案由一：日本岡山縣立岡山工業高等學校參訪第一次籌備會議，請討論籌備姐妹校日本岡山縣立岡山工業高等學校參訪活動案。

提案單位：圖書館。

說明：

(一)、本校於 2023.12.19 與日本岡山縣立岡山工業高等學校簽訂姐妹校，並制定雙方未來學術及文化交流活動，日本岡山縣立岡山工業高等學校(以下簡稱岡工)受邀於 2024 年來本校參訪，日方及本校 email 及 Line 討論及擬定行程如附件一。

(二)、本校暫定之參訪活動內容及各處室支援工作如附件三。

三、討論事項：

1. 來訪經費支應：材料費、膳費、交通費(租車或教師支援?)等
2. 課程支援科別及教師排定
3. 行政支援及教師排定
4. 是否聘請中日翻譯

## 附件、日本岡山縣立岡山工業高等學校參訪第一次籌備會議

113/02/26

一、目的：籌備姐妹校日本岡山縣立岡山工業高等學校參訪活動。

二、說明：

(一)、本校於 2023.12.19 與日本岡山縣立岡山工業高等學校簽訂姐妹校，並制定雙方未來學術及文化交流活動，日本岡山縣立岡山工業高等學校(以下簡稱岡工)受邀於 2024 年來本校參訪，日方及本校 email 及 Line 討論及擬定行程如附件一。

(二)、本校暫定之參訪活動內容及各處室支援工作如附件三。

三、議題討論：

(一)、來訪經費支應：材料費、膳費、交通費

決議：學務處訓育組申請青年局計畫(提供日文社、國際交流社名單)

(二)、課程支援科別及教師排定

決議：由食品加工科、機械科、皮影戲社等協助，視情況可做更動。

(三)、行政支援及教師排定

決議：央請各處室及各科協助

(四)、是否聘請中日翻譯

決議：視狀況而定，預計於七月決定。

附件一、日方及本校 email 及 Line 討論及擬定行程)

1.來信說明參訪行程及所需協助(2/20)

Dear Ms.Grace.

We discussed the plan at the staff meeting yesterday. It was officially decided that we will proceed with this plan. We are glad that we will be able to visit your school. I inform you about the visit to your school and ask you 6 questions below. If you have any questions or advice, please tell us.

Information

•Call for participation

We will announce the application details on **April 8 th and April 9 th** .

**The submission deadline is set for May 7th**, on which we will find out how many students have

applied and what courses they belong to.

•Fields of study of participating students

Our school has seven specialized departments. **Machinery, Civil Engineering, Chemical Engineering, Design, Architecture, Information Technology, Electricity.**

The participants will attend classes together with your students.

Ideally, the students from our school wish to take classes in the same department as the one they

major at our school. However, exceptions are also OK.

•Itinerary

26 th 1st day (Sat) Okayama-Osaka(KIX)-Taiwan(TPE)-KSVS Meet host family homestay

27 th 2nd day(Sun) free day with host family homestay

28 th 3rd day(Mon) (AM) Orientation (PM) School Tour homestay

29 th 4th day(Tue) Lesson experience homestay

30 th 5th day(Wed) Lesson experience homestay

31 st 6th day(Thu) (AM) Leave host family Move to Taipei Sightseeing in Taipei Hotel

1 st 7th day(Fri) KSVS-Taiwan(TPE)-Osaka(KIX)-Okayama

Question

Q1 Is 5 nights 6 days homestay possible?

Q2 Do you have the preferred number of participants?

Q3 Is it possible to visit your school from 28 th to 30 th ?

Q4 Is it possible to attend the class from 29 th to 30 th ?

Q5 To travel from Takao Station to KSVS, do we need transportation such as a bus or taxi?

Q6 How much is the 5 nights 6 days homestay fee per student in Japanese yen

1.本校回信交通住宿及人數等問題 (2/20)

Dear 山口先生：

I'm sorry not to reply sooner, because we just started our 2nd semester last Thursday after a 9-day Chinese New Year vacation. Everything is still settling down.

As for your questions about the visit,

1. the dates are OK both for visit school and attending classes,

2. traveling from HSR train station to our school, we suggest you take MRT(underground) to Kangshan Stop, then we'll pick you up to our school (about 5 mins),

3. number of students: it would be perfect if you can limit the number to 10 students.

4. the departments: we have all departments you mentioned here, so it should be fine for your students to take part in the classes for those days.

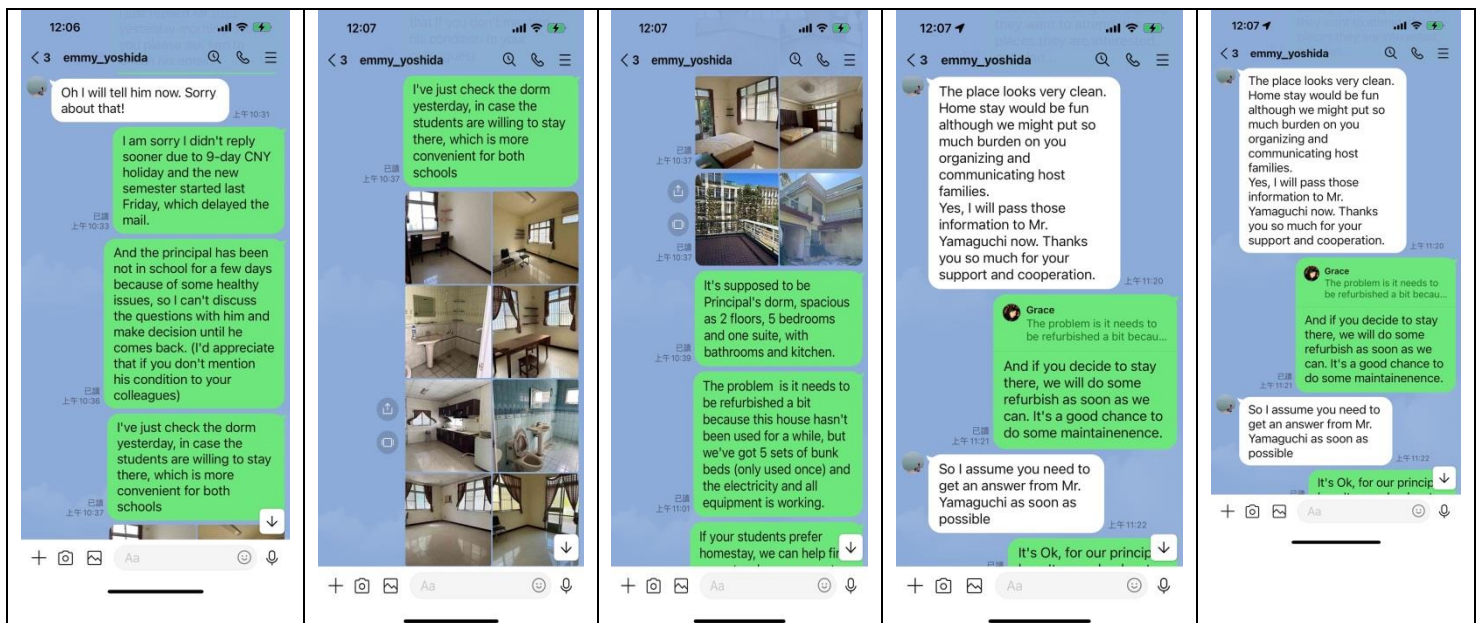
About the homestay, we have some questions for you:

1. the homestay: do you mean we need to find some host family for your students? We have an empty dorm which can accommodate 10 students at most, just located inside our campus, without beddings or other furniture right now. If your students want to stay in the dorm, we will buy some beds and necessities in it. However, if you prefer the host family, we will contact Rotary Club so as to get some information or find some families to accommodate them. Either way, students don't have to pay. The problem is that I can't be sure if we can find enough host families for you, but we will try our best. Or you have alternatives or thoughts about accommodation?
2. and how many teachers will be coming? We'd like to have a rough number for preparation properly.

BTW, are you sure you won't take the direct line to and fro Okayama instead of Osaka, for it's cheaper and easier.

Don't hesitate to ask for more information, we are looking forward your coming very much!

### 3、雙方於 Line 討論有關住宿等問題(和秘書場勘校長宿舍後) (2/22)



#### 4、日方回函(2/22)

Dear Ms.Grace

Thank you for the information.

We will talk about this information and your questions with teachers and our principal on Monday and send you our thoughts and answers for the questions by this email.

Tomorrow is the national holiday, so we have 3 day holiday from tomorrow.

#### 5、本校通知日方蔣校長噩耗(2/23)

Good morning, 山口先生！

I have some bad news for you : our Principal passed away yesterday in the hospital due to heart failure, which I think we need to inform you and Mr. Bunya.

However, we are still dealing with your visit in October, involving the dorm refurbishment & maintenance, which are confirmed by the Director of General Office. Thus, we welcome your students to stay in our school for free while you are here. Please feel free to contact me as any ideas popping up.

Have a nice weekend!

Grace

#### 山口先生回函(2/26)：



山口 貴之  
寄給我 ▾

上午8:18 (16 分鐘前)



Dear Ms Grace

We are deeply saddened to receive the news of your Principal's passing. Please accept our heartfelt condolences during this difficult time. I will inform our Principal and those who are involved in the sister-school project.

Thank you very much for thinking of our visit in October.

I will send an email this sfternoon about the visit.

Talk to you later

Have a nice week.

Takayuki Yamaguchi

暫定日本岡山工業高等學校參訪行程及工作分配表

日期	行程	工作內容	協助單位	備註
即日起 ~ 4/7	整修職務宿舍	整修、粉刷、清潔、寢具及其他相關	總務處	
4/8-4/9	日本學校宣導活動	提供相關內容	圖書館	
5/7	日本學校招生	聯繫日方掌握動態	圖書館	
6/20	確定來訪人員名單	聯繫日方並統計	圖書館	
6/30	行程及課程設計		圖書館	
10/26(六)	抵達高雄	至岡山火車站接待到校長宿舍安頓	秘書室 輔導室	朱峻民 陳俊佑
10/27(日)	岡山近郊旅遊(橋頭糖廠、滷味博物館、航空館、阿公店水庫、岡山之眼)	導覽(車輛) 午餐 晚宴	秘書室 輔導室 學務處	預計 20 人 橋頭糖廠 家長會(遊覽車) 舊市羊肉爐
10/28(一)	歡迎會 校園導覽 參訪：螺絲博物館  入班課程體驗： 螺絲螺帽 3D 列印	學校日文影片簡介 各科實地導覽 午餐(團膳)  晚餐自理	圖書館 實習處  學務處 實習處	一級主管列席(簡報室) 自製產品招待(鳳梨酥、花茶、手工香皂..) 用膳班級：室設三機械科支援入班課程
10/29(二)	參訪：眷村文化導覽 入班課程體程： 豆瓣醬/鳳梨酥製作	午餐(團膳)  晚餐自理	教務處 實習處	食品科支援
10/30(三)	參訪：皮影戲博物館 社團課程體驗： 皮影戲設計操作體驗	午餐(團膳)	學務處	皮影戲社團師生支援 晚餐自理
10/31(四)	出發前往台北	岡山火車站歡送	秘書室	一級主管參加

- 註：1、圖書館為對口單位，負責溝通協調翻譯等工作，並由英文科支援翻譯。  
 2、秘書室負責接待及行程安排，輔導室支援。  
 3、學務處負責拍照、攝影等工作。  
 4、教務處負責布條、海報文宣設計及課程支援。  
 5、實習處負責實習體驗課程規畫實施。