

Plan on Use of Capacity Enhancement Grant and Additional Time-limited Funding of Capacity Enhancement Grant 2008/09

School: Shung Tak Catholic English College

Means by which teachers have been consulted: Staff Meeting

No. of Operating Classes: 29

Task Area	Major Area(s) of Concern	Strategies/Tasks	Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Coping with diverse Learning needs of students in Mathematics	<ul style="list-style-type: none"> ● To stretch the potential of the more capable Chin students. ● To cater for the needs of students of different abilities. ● To enhance students' learning abilities. 	To employ 1 Chinese Contract Teacher to teach 5 junior form classes Chinese Language and co-teaching some oral lessons.	Teachers to be relieved of some of the workload in remedial classes.	From Sept 2008 onward for 1 year	Salary for the year \$249,921 [\$20,826.75 per month (including 5% MPF) for 12 months, i.e. \$20,826.75 x 12]	<ul style="list-style-type: none"> ● Internal examination results ● TSA results 	<ul style="list-style-type: none"> ● Evaluation meetings with teachers ● Lesson observations ● Book Inspection 	Ms. Cheung Pui Fun and Ms. Mo Fan Fong
Coping with diverse Learning needs of students in Mathematics	To enhance the teaching and learning of Math Low achievers and to stretch the potential of the more capable mathematics students	To employ 1 Mathematics Contract Teacher to teach Math remedial classes and to train able students for inter-school math competitions	Teachers to be relieved of some of the workload in remedial classes and enrichment class	From Sept 2008 onward for 1 year	Salary for the year \$249,921 [\$20,826.75 per month (including 5% MPF) for 12 months, i.e. \$20,826.75 x 12]	Percentage of students in the special math groups who show improvement in their assessments or math competitions performance.	<ul style="list-style-type: none"> ● Performance of students in tests and exams. ● Performance of students in inter-school Mathematics' competitions. 	Mr. Kai Cheong and Ms. Seto Fung Mei

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Effective Learning and Teaching	To enhance teaching effectiveness and professionalism in Putonghua teaching	To employ one 0.5 part-time Putonghua teacher to teach 6 junior form classes and give tutorial lessons to F.5 students who take part in HKCEE exams.	<ul style="list-style-type: none"> To enhance teaching effectiveness in PTH by communal lesson planning with native part-time teachers. To enhance Putonghua speaking ability of students. 	From Sept 2008 onward for 1 year	Salary for the year \$63,000 [\$5,250 per month (including 5% MPF) for 12 months, i.e. \$5,250 x 12]	<ul style="list-style-type: none"> Interim and final examination results HKCEE results 	<ul style="list-style-type: none"> Evaluation meetings with teachers. Lesson observations 	Ms. Wong Ka Yi
Clerical and pastoral work	To help enhance the religious atmosphere of the school so as to foster a stronger Catholic faith and self-esteem among students.	To employ one 0.5 Teaching Assistant (Pastoral Work) to evangelize the teachings of Christ and provide Other Learning Experiences for students through organizing religious activities, social services and leadership training	<ul style="list-style-type: none"> Students develop positive attitude towards people and life. Students are better behaved and more disciplined. Students become more responsible in their own learning. 	From Sept 2008 onward for 1 year	Salary for the year \$63,000 [\$5,250 per month (including 5% MPF) for 12 months, i.e. \$5,250 x 12]	<ul style="list-style-type: none"> The total number of meetings / participant-hours in different activities The total number of volunteers willing to join services The total number of students wanting to join catechumen classes 	<ul style="list-style-type: none"> Types and frequency facilities By observing students' behaviours 	Mr. Kwok Chi Keung

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Clerical Work	<ul style="list-style-type: none"> To input data for statistical analysis to facilitate assessment for learning. To assist in other IT and computer-related administrative duties. 	To employ one 0.5 part-time English Teaching Assistant to assist English with the implementation of SBA, and other computer-related administrative duties (like preparation for Speech Festival, KET & PET examinations and exchange programmes) and provide substitution for teachers.	<ul style="list-style-type: none"> Teachers will be relieved of the administrative duties related to data input and analysis. 	From Sept 2008 onward for 1 year	Salary for the year \$63,000 [\$5,250 per month (including 5% MPF) for 12 months, i.e. \$5,250 x 12]	<ul style="list-style-type: none"> The smooth implementation of SBA. An efficient and effective data input system. 	<ul style="list-style-type: none"> Feedback from teachers. 	Ms. Lee Brenda Hilary and Ms. Ma Lai Zee
					<i>Total:</i> <i><u>\$688,842.00</u></i>			