

Plan for the Use of Capacity Enhancement Grant 2017-2018

| Major concern | Aim | Implementation Plan | Time of Implementation | Success Criteria | Evaluation Method | Staff Responsible |
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| Curriculum Development | To promote the use of IT in teaching and to help teachers with school-based assessment (SBA) work | To employ a IT Assistant. <ul style="list-style-type: none"> ● To help with questionnaire statistics and analysis of all classes. ● To assist Senior secondary teachers in making SBA videos and filing work. ● To make digitalized teaching materials, e.g. scanning, internet, video and CD making. ● To mark MC questions and make an analysis. ● To assist in the computerized administration work of different departments. ● To help with the administration work and class supervision of the School Office. | 1 year | <ul style="list-style-type: none"> ● Complete SBA videos making and filing work: 600 hours ● Teaching material making: 600 hours ● Database development: 400 hours ● CD making: 60 hours ● MC question marking and analysis: 100 hours ● Questionnaire statistics and analysis 100 hours ● Administration work: 200 hours ● It is more convenient for teachers to use IT in teaching and administration work. | <ul style="list-style-type: none"> ● IT teaching materials are completed with the help of the IT assistants and teachers' evaluation on them. ● The quality of SBA files ● Chinese and English teachers' opinions | Ha Chi Hung |
| To promote multi-intelligence | To enhance students' speaking and thinking skill | To employ a coach for Chinese Debating Team <ul style="list-style-type: none"> ● To train the student with debating skill ● To guide students in preparing debating competition | 1 year | <ul style="list-style-type: none"> ● To reduce the work load of the teacher advisor of Debating team ● The skills of team members are strengthened. ● Students' performance in competitions | <ul style="list-style-type: none"> ● Members' attendancy rate ● Their performance is used as the main criterion for assessment | Yu Ka Yin |
| To promote multi-intelligence | To enhance students' interest in music performance | <ul style="list-style-type: none"> ● To employ conductor for school choir ● To employ conductor for school orchestra | 1 year | <ul style="list-style-type: none"> ● To reduce the work load of the teacher advisor of Debating team ● The skills of team members are strengthened. ● Students' performance in competitions | <ul style="list-style-type: none"> ● Members' attendancy rate ● Their performance is used as the main criterion for assessment in competition and school function (e.g. Christmas Carol and Parents' day) | Walter Wong |

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| 2017-2018 Total expected expenditure: | \$ 484924 |
| 2017-2018 CEG received: | \$ 599381 |
| 2016-2017 Surpluses: | \$ 249680.36 |
| 2017-2018 Expected Surplus: | \$364137.36 |