

Plan on Use of Capacity Enhancement Grant in 2003/04 School Year

Name of School : Maryknoll Fathers' School (Secondary Section)

No. of operating classes : 24

Task Area	Major Area(s) Of Concern	Implementation Plan	Benefits Anticipated (e.g. in what way teachers' workload is alleviated)	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in- charge
Language Skills Development (English)	To improve and enhance students' English skills.	To recruit tutors to carry out tuition courses Bridge Program	English teachers will have more capacity for curriculum development.	From Sept. to May August	F. 1 \$ 25,000 F. 2 \$ 20,000 F. 3 \$ 20,000 F. 4 & 5 \$ 20,000 F. 6 & 7 \$ 15,000 <u> \$30,000</u> Total : \$130,000	70% of the students indicates their interest in learning English	To conduct surveys to gather views from students.	Ms. Yu Ching Yee

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Language Skills Development (Japanese)	To enable students to know more about the Japanese culture.	To recruit tutor to carry out the course.	Teachers to be relieved of some of the workload in organizing extra-curricular activities.	From Sep. 03. to May 04.	\$20,000	40% of the students indicates their interest in learning Japanese.	Survey to get back feedback from students.	Ms. Yu Ching Yee

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Academic Development in Maths.	To enhance a supportive and caring environment so as to help the weakest and gifted students attain better performance.	Recruiting tutors (past students) to help target students (2 groups of 15 students each) of each Form in Form 1, 2 & 3 for 22 periods of 1.5 hrs each period and (5 group of 20 students each) of Form 5 for	Maths. teachers will have more capacity for curriculum development.	From the beginning of Oct 2003 to the end of May 2004.	Salary : \$150/hr duration <u>F:1 to F: 4 - 22 periods (1.5 hours each period)</u> F:1: \$180 x (22 x 1.5) x 2 = \$11,880 F:2: \$180 x (22 x 1.5) x 2 = \$11,880 F:3: \$180 x (22 x 1.5) x 2 = \$11,880 F:4: \$180 x (22 x 1.5) x 2 = \$11,880	25% of the students indicate their increased standard in Maths.	Performance appraisal on the target students.	Szeto Po Mee

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		30 periods of 2 hours each period.			Salary : \$150/hour duration <u>F.5 - 30 periods (2 hours each period)</u> <u>F.5: \$180 x (30 x 2) x 5 = \$54,000</u> Project fee : = \$101,520			Ms. Szeto Po Mee

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Enhancing students' language proficiency	To enhance students' proficiency in Putonghua	To recruit tutors to establish learning packages for students.	Teachers to be relieved of their workload in training students for competitions and organizing Putonghua extra-curricular activities.	From Oct. 2003 onward for one year	Project fee \$55,000	Students' proficiency in Putonghua is enhanced. Students are generally able to make improvement in Putonghua oral.	To conduct surveys to gather views from students on their ability and interest in learning Putonghua.	Mr. Wai Kwok Chi

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Curriculum Development	To promote the use of IT in teaching.	To employ one IT assistant to assist teachers in preparing/ designing IT teaching materials.	Teachers' workload in preparing IT teaching materials will be relieved.	From Sept. 2003 onward for 1 year.	Salary of the IT assistant for this school year \$86,400 「 \$7,200 per month (including 5% MPF) i.e. 7,200K x 12 = \$86,400 」	More frequent use of IT in teaching and learning.	Performance appraisal on the IT assistant. Development of IT teaching materials.	Mr. Kwan Kwok Hon and Mr. Chung Shiu Kin.

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Means by which teachers have been consulted : _____

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Geography Study Development	To promote the knowledge and interest in Geography.	To recruit tutors.	Reduce teachers' workload in designing teaching software. Enhance a better Geography environment.	From Oct. 03 to May 04.	History – Geography F.1: \$180 (per hr.) x 30 (periods) x 2 (cls.) = \$10,800 F.4: \$180 (per hr.) x 15 (periods) x 1 (cl.) = \$2,750 F.5: <u>\$180 (per hr.) x 15 (periods) x 1 (cl.) = \$2,750</u> Total : = \$16,200	80% of students with school result upgraded.	To conduct survey to gather views from teachers and students.	Ms. Chu Yuk Wan

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Curriculum Development	To improve students' performance in Econ. In HKCE Exam.	Conduct Econ. tutorials by qualified tutor to consolidate what students have learnt in class.	Teacher can concentrate on class teaching, leaving the exercises most discussion to tutor(s).	After school tutorials & Saturday tutorials with 2 tutorials every week, with each tutorial lasting 2 hours, from Aug. 03 to Apr. 04.	Employment of 1 tutor: \$200/hr, 2 hrs. per tutor x 54 tutorials, totalling \$21,600 from Aug. 03 to April 04.	Improvement in participating students' grading in the 04 Econ. HKCE Exam.	The participating students' grading in 04 HKCE Econ. Exam, & opinion survey to participating students.	Ms. Ng Suk Han