

Plan on Use of Capacity Enhancement Grant

School : Shun Lee Catholic Secondary School

Year : 2017/18

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resource Required	Performance Indicators	Assessment Mechanism	Person-in-charge
Self-evaluation and Development Planning of Subjects and Committees	Meeting the needs of self-evaluation and planning	To employ 12 part-time invigilators to share the invigilation duties of teachers	Teachers can spare more time for self-evaluation and planning	Evaluation and development meetings can be arranged in Final Examination period.	Salary of part-time invigilators \$80 X 12 X 30hr = \$28,800	<ul style="list-style-type: none"> ✧ Punctuality of the self-evaluation reports and programme plans ✧ Quality of the self-evaluation reports and programme plans 	Questionnaires to teachers to assess their workload on evaluation and planning	Mui HY
Enhancing moral, civic and value education	Enhancing students' development in personal and social domain	To employ a part-time teaching assistant to organize moral & civic and value education	Teachers can spare more time planning developing the school-based programmes for moral, civic and value education.	Programmes for moral, civic and value education will be arranged after-school and in assembly	Salary of the moral and civic education assistant : \$150,000	<ul style="list-style-type: none"> ✧ Active participation of students in programmes related to moral, civic and value education ✧ High self-esteem of students is shown 	The self-esteem and development on affective domain of students are monitored by APASO.	Leung CY
Enhancing students' Chinese and English language proficiency	Strengthening students' confidence in Chinese & English exams	To employ instructors to provide exam preparation workshops in Chinese and English	Students' confidence in exam preparation can be strengthened	Training will be provided by service providers throughout the academic year	Course fee : \$3,000 (English) \$4,000 (Chinese)	<ul style="list-style-type: none"> ✧ Better result in Chinese and English exams 	Student feedback and teacher observation	Lim LL & Chuk SH

Providing support to the learning and teaching of STEM	Enhancing students' development in STEM education	To employ a teaching assistant to support the planning and implementation of the school-based S2 STEM curriculum	STEM teachers can receive sufficient clerical and teaching support	A teaching assistant will be employed	Salary of the teaching assistant: \$185,000	✧ Active participation of students in STEM programmes	Student feedback and teacher workload survey	Wong LY
Providing support to the learning and teaching of English Language	Providing support to English Language education	To employ a teaching assistant to take up the administration and clerical work related to the subject To provide enrichment programme for senior secondary students dropping elective subjects To assist in school publications	English Language teachers can receive sufficient clerical and teaching support Senior secondary students can receive learning support in their core subjects	A teaching assistant will be employed	Salary of the teaching assistant: \$185,000	✧ Reduction in time spent on clerical and administration duties	Teacher workload survey	Wong LY

TOTAL = \$555,800