

Po Leung Kuk Lee Shing Pik College

Plan on Use of Capacity Enhancement Grant for the academic year 2019/2020

Major area of Concern	Strategies/ Tasks	Benefits anticipated	Time Scale	Resources required	Success Criteria	Method(s) of Evaluation	Teacher-in-charge
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Task Area: Curriculum Development

1. Prefect Camp Teamwork-based Camp for prefects	2 Days 1 Night Camp: Seeking quotation from service provider In-camp supervision	The leadership skills and self-confidence of the participants can be enhanced.	November - December	\$15,000	a. Over 80% of participants indicate that the prefect camp enhances their leadership abilities and self-confidence b. Over 80% of participants are satisfied with the performance of the service provider.	Questionnaire survey on the effectiveness of students' learning outcomes and performance of the service provider.	Head of Discipline Committee (Mr. Cheng W. M.)
2. Relieve teacher workload so as to enhance the effectiveness of teaching and learning	Employ one Audio & Visual (AV) Technical Co-ordinator.	<ul style="list-style-type: none"> • Providing more effective AV support to school activities, Campus TV, social media platform and equipment inventory control • Enhancing the quality of school functions • Providing student training to shoot and edit films 	Whole school year	\$228,880 –(including MPF)	Over 85% of the teachers are satisfied with the performance and support given by the AV Technical Coordinator.	Collection of feedback from teachers and related colleagues	Teacher-in- charge of Audio-Visual (Mr. Yuen K. S.)

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3. Relieve teacher workload so as to enhance the effectiveness of teaching and learning	Employ two teacher assistants (TA)	<ul style="list-style-type: none"> Whole school (in curriculum development and in teaching and learning) Relieving teachers' load in administrative work of TSA and SBA Assisting teachers to prepare teaching materials and teaching aids 	Whole school year	\$317,520 –(including MPF)	Over 85% of the teachers are satisfied with the performance and support given by the two TAs.	Collection of feedback from teachers and related colleagues	Vice-Principal (Ms Lo P. S.) and Head of Executive Secretariat (Ms. Ho K. Y.)

Task Area: Students' language proficiency

S1 Language Across Curriculum (LAC) Day Camp	<ul style="list-style-type: none"> a. Making several quotations from qualified service providers and comparing their instructors' qualifications, covered items, varieties of teaching strategies and assessment methods. b. Monitoring of the service throughout the whole teaching process. c. Teacher-in-charge supports logistics and gives advice on level and contents of course materials. 	Providing an immersion programme for S1 students to enhance their English through cross-curricular activities.	June to July	\$50,000	<ul style="list-style-type: none"> a. Over 85% of participants are satisfied with the performance of the service provider. b. Over 85% of participants indicate that the camp / training helps improve their oral proficiency and apply cross-curricular knowledge and skills. c. Participants with at least 85% of attendance rate shown in the record of learning. 	<ul style="list-style-type: none"> a. Collection of feedback from participants. b. Collection of data on the attendance of participants 	Subject Panel Heads of English Department (Ms Cheng T. T. and Ms Koo S. P.)
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Task Area: Diverse and special learning needs of students

1. After-school academic tutorial classes for Form One students	Employ part-time homework guidance tutors, each teaching a small group of Form One students.	Providing support to Form One students with learning difficulties.	Second Term	\$22,500 –(including MPF)	<ul style="list-style-type: none"> a. Over 85% of Form One teachers involved in this activity are satisfied with the performance of the tutors. b. Participants with at least 85% of attendance rate shown in the record of learning. 	<ul style="list-style-type: none"> a. Collection of feedback from teachers and students. b. Collection of data on the attendance of participants 	Vice-Principal (Ms Lo P. S.)
2. Group Discussion Training for students	<ul style="list-style-type: none"> a. Employ 12 tutors, each teaching a small group of students in each training session on Saturdays or after school. Each session is divided into 3 parts: brainstorming, discussion and feedback. b. A 45-60-minute session for all students. 	Equipping junior secondary students with the basic skills of discussion and senior form students with higher level of discussion skills.	Whole year	\$40,635 –(including MPF)	<ul style="list-style-type: none"> a. Over 85% of teachers involved in this activity are satisfied with the performance of the tutors. b. Over 85% of participants reflect that the training is useful to them. c. Participants with at least 85% of attendance rate shown in the record of learning. 	<ul style="list-style-type: none"> a. Collection of feedback from teachers and students. b. Collection of data on the attendance of participants. 	Subject Panel of Chinese Department (Ms Yu W. M.)

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Balance B/F 2018/2019: \$ 0.00
 Total estimated income 2019/2020: \$634,017.00
 Total estimated expenditure 2019/2020: \$674,535.00
 Estimated deficit: \$40,518.00 top-up by EOEBG

Name of Principal: FUNG Nga Sze, Agnes

Signature: 

Date: 6th September, 2019