

Queen's College

Plan on Use of Capacity Enhancement Grant 2019-20

Consultation of Teachers: Consultation through Staff Meeting

No. of operating classes: 24

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Assessment Mechanism	Persons in charge
Enhancing Language Proficiency and Curriculum Development	- To assist in implementing enrichment programmes on extensive reading/ oral practices and to assist in language proficiency promotion activities	(1) To employ two teaching assistants (English & Chinese)	<ul style="list-style-type: none"> To assist teachers in implementing the planned language programmes To assist teachers to enhance language proficiency of students To give support to teachers in handling work in implementation of SS curriculum and School-based Assessment To reduce workload of teachers 	From Sept 2019 to August 2020	Salaries of the teaching assistants $\$17,954.46$ $month/TA \times 12 \text{ months}$ $\times 2 \text{ TAs}$ $= \$430,907.10$ (Assuming that there is an increase of 5.26 % of the Pre-determined Packages)	<ul style="list-style-type: none"> 80% of attendance in after-school enrichment sessions Students show improvement in reading and oral activities 80% of teachers agree that the TAs can provide support for preparing learning & teaching materials. 	<ul style="list-style-type: none"> Feedback from teachers Assessment of students' performance in oral presentation and writing skills and development of reading habits Attendance in after-school enrichment sessions 	Mr CHIU Sin-hang (AP) Ms CHAN Yuen-mei (HOD – English) Ms YUEN Ling-chun (HOD – Chinese)

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Assessment Mechanism	Persons in charge
To cope with students' diverse learning needs in Mathematics and IT-related tasks	To conduct enrichment lessons for less able students in Mathematics and to support teachers in miscellaneous IT duties	(2) To employ a teaching assistant with good knowledge in Mathematics and IT	<ul style="list-style-type: none"> To assist teachers to cater for students' individual needs To give more assistance to teachers to carry out IT plans for teaching and learning 	From Sept 2019 to August 2020	Salary of the teaching assistant $\$17,954.46$ $month/TA \times 12 \text{ months}$ $\times 1 \text{ TA}$ $= \$215,453.50$ (Assuming that there is an increase of 5.26 % of the Pre-determined Packages)	<ul style="list-style-type: none"> 70% of the participants show improvement in examinations and test results. IT plans for teaching and learning are implemented smoothly. More teachers are willing to integrate IT in learning and teaching. 	<ul style="list-style-type: none"> Feedback from teachers Surveys on the academic performance of weaker students in examinations Lesson observation 	Mr. CHIU Sin-hang (AP) Ms CHIU Ming-sze (HOD – Math) and Mr YU Wai-keung (IT – i/c)

(A) Capacity Enhancement Grant allocated for 2019/2020 (Estimated)	:	\$ 613,766.00
(B) Balance brought forward from CEG 2018/2019	:	\$0.00
(C) Total Expenditure in 2019/2020	:	\$646,360.60
(D) Transfer of Fund to OEPG from TA(BA) on 31-3-2019	:	\$0.00
(E) Balance carried forward for 2019/2020 (A)+(B)-(C)-(D)	:	\$ - 32,594.60 (The school will use ESSCSG to offset the deficit.)

Name of Teacher-in-charge of Capacity Enhancement Grant: Mr CHIU Sin-hang

Signature: _____

Date: 15-6-2019