

Queen's College

Plan on Use of Capacity Enhancement Grant 2017-18

Means by which teachers have been consulted: Opinion survey and 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)	- To assist teachers in implementing the planned programmes - To assist teachers to enhance language proficiency of students - To give support to teachers in handling work in preparation for the SS curriculum - To reduce workload of teachers	From Sept 2017 to August 2018	Salaries of the teaching assistants $\$16,330 \text{ month/TA} \times 12 \text{ months} \times 2\text{TAs}$ = \$391,920 (I) (Assuming that there is an increase of 3% of the Pre-determined Packages)	- 80% of the students show improvement in their language proficiency. - More students participate in reading and oral activities. - 80% of teachers agree that the TAs can provide support for preparing learning & teaching materials.	- Feedback from teachers - Assessment of students' performance in oral presentation and writing skills and development of reading habits - Performance in examinations	

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	- 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 2017 to August 2018	Salary of the teaching assistant $\$15,855/month/TA \times 12 \text{ months} \times 1 \text{ TA}$ = \$195,960 (II) (Assuming that there is an increase of 3% of the Pre-determined Packages)	- 70% of the participants show improvement in examinations and test results. - IT plans are implemented smoothly. - More teachers are willing to integrate IT in learning and teaching.	- Feedback from teachers - Surveys on the academic performance of weaker students in examinations - Lesson observation	

(A) Capacity Enhancement Grant allocated for 2017/2018	:	\$ 588,202.00
(B) Balance brought forward from CEG 2016/2017	:	\$ 7,259.00
(C) Total Expenditure	:	\$ 587,880.00
(D) Balance carried forward for 2018/2019 (A)+(B)-(C)	:	\$ 7,581.00

Name of Teacher-in-charge of Capacity Enhancement Grant:

Signature: _____

Date: 20-6-2017