

**The Mission Covenant Church Holm Glad College**  
**Plan on Use of Capacity Enhancement Grant (2022-23)**

| <b>Task Area</b>                                   | <b>Major Area(s) of Concern</b>  | <b>Implementation Plan</b>   | <b>Benefits Anticipated / Teachers' Workload Alleviated</b>  | <b>Implementati on Schedule</b>    | <b>Resources Required</b> | <b>Performance Indicators</b>   | <b>Assessment Mechanism</b>  | <b>Person-in-charge</b> |
|--|--|--|--|------------------------------------|---------------------------|---|--|-------------------------|
| Coping with the diverse and special learning needs | 1. Guardian Teacher  | To employ student counselor assistant to assist counseling and discipline group to handle students with behavioral problems. Teachers' workload in handling very difficult students can be lessened. | Teachers' workload of handling students' disciplinary problems can be relieved.                              | From September 2022 to August 2023 | \$490,000.00              | Able to complete tasks in the following aspects:<br>1. Prepare teaching materials for the class teacher periods<br>2. Arrange group activities for students with diversified needs<br>3. Handle referred students during normal lessons<br>4. Liaise with outside agents to support school counseling work. | Student counselor assistant performance appraised  | Tam WL                  |
| Coping with the diverse and special learning needs | 2. Training elite students to participate in competitions                      | To hire outside services to assist teachers in training at students taking part in at least 1 competition in each of the following aspects: Putonghua, Design and Technology, and other subjects.    | Teachers' workload in the training work can be relieved AND tutors' experience can be shared to students     | From September 2022 to August 2023 | \$52,500.00               | Students' skills in the subject concerned and the ability in problem solving upgraded and high-order thinking skills enhanced   | Number of contests participated AND students' performance assessed AND number of students involved in the training course. | Wong SY                 |
| Curriculum Development                             | 3. The use of IT and video in school administration and curriculum development | To employ IT staff to assist teachers in maintaining school computer network and use IT and videos in learning activities.   | Teachers' workload in checking and maintaining school computer network and production of videos are relieved | From September 2022 to August 2023 | \$210,000.00              | Application of IT and video in teaching and learning smoothly run and enhanced in all subjects in general   | IT staff's performance appraised   | Wong MF                 |
| <b>Total: \$752,500</b>                            |  |  |  |                                    |                           |   |  |                         |