

The Mission Covenant Church Holm Glad College
Plan on Use of Capacity Enhancement Grant (2009-10)

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated / Teachers' Workload Alleviated	Implementation Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
1. Curriculum Development	1.1 The use of IT in school administration	To employ 1 full-time IT Network Administrator to assist teachers in checking and maintaining school computer network	Teachers' workload in checking and maintaining school computer network relieved	From September 2009 to August 2010	\$144,739.00	Application of IT in teaching smoothly run and enhanced in all subjects in general	Network Administrator's performance appraised PLUS Record of Daily log book checked and evaluated	Mr. Wong MF
2. Coping with the diverse and special learning needs	2.1 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 2009 to August 2010	\$123,100.00	Able to complete tasks in the following aspects: 1. Prepare teaching materials for the class teacher periods 2. Arrange group activities for students with diversified needs 3. Handle referred students during normal lessons 4. Liaise with outside agents to support school counseling work.	Student counselor assistant performance appraised PLUS Record of daily log book checked and evaluated	Mr. Lam PF
	2.2 Training students' skills of audio and video production.	To employ part-time tutors to assist teachers in training at least 15 team members and complete at least 2 projects assigned by the school.	Teachers' workload in training students in life wide learning relieved AND tutor's experience shared to students	From September 2009 to August 2010	\$82,500.00	1. Students can display their products for exhibition 2. Tutor can assist teachers in training students to video capture events in school function days.	Quality of students' product. Number of tasks completed AND students' performance assessed AND number of students involved.	Mr. Tang YK

	2.3 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: Chinese debate, Mathematics, Information Technology, Design and Technology.	Teachers' workload in the training work relieved AND tutors' experience shared to students	From September 2009 to August 2010	\$66,600.00	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.	Mr. Lee LC
3. Enhancing Students' Language Proficiency	3.1 Enhancing students' proficiency of English Language	To hire outside services or employ teaching assistants to assist teachers in preparing and designing language teaching materials and provide English learning class to students.	Teachers' workload of teaching students with varied abilities relieved.	From September 2009 to August 2010	\$45,000.00	Students' language abilities and interest enhanced and both passing and credit % of the English increased	Students' academic achievement in lessons, tests and examinations PLUS teachers' assessment on students' interest in English proficiency	Mrs. Ng WSH
	3.2 Enhancing students' Chinese abilities	To hire outside services or employ teaching assistants to assist teachers in preparing and designing language teaching materials and provide English learning class to students.	Teachers' workload of teaching students with varied abilities relieved.	From September 2009 to August 2010	\$39,000	Students' language abilities and interest enhanced and both passing and credit % of the Chinese increased	Students' academic achievement in lessons, tests and examinations PLUS teachers' assessment on students' interest in Chinese proficiency	Mrs. Ma CSY
Total:\$500,939.00								