

The Mission Covenant Church Holm Glad College
Plan on Use of Capacity Enhancement Grant (2013-14)

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 and curriculum development	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 is relieved	From September 2013 to August 2014	\$160,209.00	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
	1.2 The use of Campus TV in school life and curriculum development	To employ full - time and part time staff to maintain the school campus TV and assist teachers to develop teaching aids	Teachers' workload in maintaining the campus TV is relieved and videos can be incorporated in students' learning	From September 2013 to August 2014	\$25,402.00	Application of video in school life and in teaching smoothly run and enhanced in all subjects in general	Performance of campus TV staff appraised PLUS Record of Daily log book checked and evaluated	Mr. Tang YK
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 2013 to August 2014	\$147,294.00	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 Applied Learning Program	To hire outside services provider to provide Applied Learning Program for students with diversified needs.	Teachers' workload in organizing career-oriented learning activities is supported AND students can have a chance to expose to and study ApL	From September 2013 to August 2014	\$90286.00	Able to 1. Arrange more than 50% of S.4 students' participating in the ApL Taster Program for more than 3 hours 2. More than 30 students choose ApL as one of their NSS subjects.	Quality of the ApL Program AND number of students involved AND number of students choose to study ApL.	Mrs. Ho CWS

			courses.					
	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: Putonghua, Design and Technology.	Teachers' workload in the training work can be relieved AND tutors' experience can be shared to students	From September 2013 to August 2014	PTH \$6,000.00 D&T \$4,500.00	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.	Mr. Wong SY
Total:\$433,691.00								