

The Mission Covenant Church Holm Glad College
Plan on Use of Capacity Enhancement Grant (2023-24)

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated / Teachers' Workload Alleviated	Implementati on Schedule	Resources Required	Performance Indicators	Assessment Mechanism	Person-in-charge
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 2023 to August 2024	\$511,560.00	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	LeungTM
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 2023 to August 2024	\$119,700.00	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
Total: \$631,260								