

**The Mission Covenant Church Holm Glad College**  
**Plan on Use of Capacity Enhancement Grant (2020-21)**

<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 2020 to August 2021	\$477,840.00	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	Lam PF
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 2020 to August 2021	\$21,500.00	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 1 full -time IT Network Administrator and 1 Campus TV 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 2020 to August 2021	\$285,520.00	Application of IT and video in teaching and learning smoothly run and enhanced in all subjects in general	Network Administrator's and Campus TV staff's performance appraised	Wong MF
<b>Total: \$784,860</b>								