Plan on Use of Capacity Enhancement Grant in 2012-2013

Name of School: Queen's College
Means by which teachers have been consulted: Opinion survey and consultation through Staff Meeting
No. of operating classes: 28

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<th>Task Area</th>
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<th>Strategies/ Tasks</th>
<th>Benefits Anticipated</th>
<th>Time Scale</th>
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| **Enhancing Language Proficiency & Curriculum Development** | - To assist in implementing enrichment programmes on extensive reading/oral practices and to assist in language proficiency promotion activities | - To employ two teaching assistants (English & Chinese) | - To assist teachers in implementing the planned programmes  
- To enhance language proficiency of students  
- To give support to teachers in tackling the work involved in the preparation for the NSS curriculum  
- To reduce workload of teachers | From Sept 2012 to August 2013 | Salaries of the teaching assistants  
[$12573.75 per T.A. incl. 5% MPF]  
$12573.75 X12 = $150,885  
X 2 TAs = $301,770 (I) | - 70% of the students show improvement in their language proficiency.  
- More students participate in reading and oral activities.  
- 70% of teachers agree that the TAs can provide support for preparing learning & teaching materials. | - Feedback from teachers  
- Assessment of students’ performance in oral practices, presentation & writing skills and development of reading habits  
- Performance in examinations | Mr LEUNG Wai-shun (AP)  
Miss LEE Wah-yung (HOD – English)  
Ms YUEN Ling-chun (HOD – Chinese) |
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| *To cope with students' diverse learning needs in Mathematics & IT-related tasks* | To conduct enrichment lessons for less able students in Mathematics and to support teachers in miscellaneous IT jobs | (2) To employ a teaching assistant with good knowledge in Mathematics and IT | - To cater for individual needs of the students  
- To give more assistance for teachers to carry out IT plans for teaching and learning | From Sept 2012 to August 2013 | Salary of the teaching assistant  
[$12573.75 per T.A. incl. 5% MPF]  
$12573.75 X12  
=$150,885 (II) | - 70% of the participants show improvement in examination and test results.  
- IT plans are implemented smoothly.  
- More teachers are willing to integrate IT in teaching & learning. | Feedback from teachers and surveys on the academic performance of weaker students | Mr. LEUNG Wai-shun, Mr. TSANG Kin-sang (HOD –Math) and Mr YU Wai-keung (IT - i/c) |
| *To cope with students' diverse learning needs in Putonghua*             | To give supplementary oral classes & speech training in Putonghua for S1 to S6 students | (3) To procure services from outside organizations | - To cater for the needs of S1-6 students and those participating in Speech Festival | From October 2012 to June 2013 | Cost of various courses  
$5,000 (III) | - 70% of students agree that they have more confidence in using Putonghua.  
- active student participation | - Feedback from teachers  
- Students show improvement in their oral & presentation skills | Mr. LEUNG Wai-shun, and Ms LEE Wai-chu (HOD – PTH) |
11/28/2012

(A) Total Expenditure: (I)+(II)+(III)= $301,770+$150,855+$5000= $457,655.00

(B) Capacity Enhancement Grant available for the year 2011/2012
   (i) Balance brought forward from CEG 2010/2011: $51,347.61
   (ii) CEG allocated for 2012/2013: $498,185.00
       (i) + (ii): $549,532.61

(C) Balance carried forward for 2013/2014: $91,877.61

Name of Teacher in charge: LEUNG Wai-shun

Signature________________ Date: 4-6-2012