

**Plan on the Use of Capacity Enhancement Grant for the 2011/12 School Year**

**Name of School :** HKTA Tang Hin Memorial Secondary School

**Means by which teachers have been consulted:** at staff meetings and special meetings

**Number of operating classes:** 31

<b>Task 1</b>	<b>Major Areas of Concern</b>	<b>Strategies / Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>
Enhancing students' language proficiency	1. To enhance students' English proficiency 2. To help low achievers to improve their English	To employ part-time teaching assistants (TA) to conduct English classes / activity sessions for S.3 to S.5 (Class sizes will be kept below 20)	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September 2011 onward for one year.  All classes / activity sessions will be arranged and held on Saturdays or after school.	Salary of two part-time TAs for the year – <b><u>\$42,000</u></b>	<ul style="list-style-type: none"> <li>● Most of the target students (&gt;90%) attain a pass in the Annual Results.</li> <li>● Most of the target students show improvement in academic performance after attending the courses.</li> <li>● Most of the target students agree that the courses are useful for improving their language proficiency.</li> </ul>	<ul style="list-style-type: none"> <li>● Evaluate the students' improvement through their feedback in class and performance in doing exercises and exam papers.</li> <li>● Do a survey to gather feedback from the students and teaching assistants.</li> </ul>	Ms Leung KC Mr. Lam HB Ms Ngo KK

<b>Task 2</b>	<b>Major Areas of Concern</b>	<b>Strategies / Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>
Enhancing students' language proficiency	1. To enhance students' Chinese proficiency 2. To help low achievers to improve their Chinese results	To employ a part-time teaching assistant (TA) to conduct Chinese classes / activity sessions for S.1, S.2 and S.4 (Class sizes will be kept below 20)	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September 2011 onward for one year.  All classes / activity sessions will be arranged and held on Saturdays or after school.	Salary of the part-time TA for the year – <b><u>\$48,384</u></b>	<ul style="list-style-type: none"> <li>● Most of the target (&gt;90%) students attain a pass in the Annual Results.</li> <li>● Most of the target students show improvement in academic performance after attending the courses.</li> <li>● Most of the target students agree that the courses are useful for improving their language proficiency.</li> </ul>	<ul style="list-style-type: none"> <li>● Evaluate the students' improvement through their feedback in class and performance in doing exercises and exam papers.</li> <li>● Do a survey to gather feedback from the students and teaching assistants.</li> </ul>	Ms Leung KC Mr. Lam HB Ms Lau CY

<b>Task 3</b>	<b>Major Areas of Concern</b>	<b>Strategies / Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>
Coping with diverse and special learning needs of students	To help low achievers to improve their Mathematics results	To employ part-time teaching assistants (TA) to conduct Mathematics classes / activity sessions for S.1 to S.5  (Class sizes will be kept below 20)	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September 2011 onward for one year.  All classes / activity sessions will be arranged and held on Saturdays or after school.	Salary of two part-time TAs for the year –  <b><u>\$65,520</u></b>	<ul style="list-style-type: none"> <li>● Most of the target students (&gt; 90%) attain a pass in the Annual Results.</li> <li>● Most of the target students show improvement in academic performance after attending the courses.</li> <li>● Most of the target students agree that the courses are useful for improving their Mathematics standard and arousing their interest in learning Mathematics.</li> </ul>	<ul style="list-style-type: none"> <li>● Evaluate the students' improvement through their feedback in class and performance in doing exercises and exam papers.</li> <li>● Do a survey to gather feedback from the students and teaching assistants.</li> </ul>	Ms Leung KC Mr. Lam HB Mr. Cheung WC

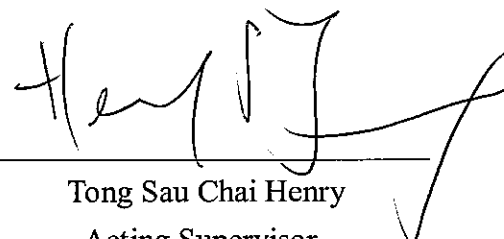
<b>Task 4</b>	<b>Major Areas of Concern</b>	<b>Strategies / Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>
Coping with diverse and special learning needs of students	To help low achievers by giving more individual care.	To employ part-time tutors to provide individual support to the low achievers in junior forms.	Teachers will be relieved of their workload so that they can concentrate on developing effective teaching and learning strategies.	From September 2011 onward for one year.  All activity sessions will be arranged and held after school.	Salary of part-time tutors for the year -- <b><u>\$25,000</u></b>	<ul style="list-style-type: none"> <li>● Most of the target students show improvement in academic performance after attending the activities.</li> </ul>	<ul style="list-style-type: none"> <li>● Evaluate the students' improvement through their feedback in class and performance in doing exercises and exam papers.</li> <li>● Do a survey to gather feedback from the students and part-time tutors.</li> </ul>	Ms Leung KC Mr. Lam HB

<b>Task 5</b>	<b>Major Areas of Concern</b>	<b>Strategies / Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Methods of Evaluation</b>	<b>People Responsible</b>
Curriculum development	<ul style="list-style-type: none"> <li>● To achieve one of our school's missions - "one art for life"</li> <li>● To provide a balanced curriculum in terms of the KLAs</li> <li>● To enhance the musical life of the school</li> </ul>	<ul style="list-style-type: none"> <li>● To employ part-time instrument instructors for 1 year to run instrument classes</li> <li>● Besides giving lessons, they will organize activities for students such as visits, attending concerts and other music appreciation activities.</li> </ul>	The Music teacher is relieved of her workload related to organizing /teaching such instrumental classes so that she has enhanced capacity to develop the school choir and other music activities.	From September 2011 onwards for 1 year	Salary of the part-time instrument instructors: <b><u>\$76,800</u></b>	<ul style="list-style-type: none"> <li>● 70% or above attendance throughout the year.</li> <li>● Students can manage the basic skills of playing the instruments.</li> </ul>	<ul style="list-style-type: none"> <li>● Surveys to gather feedback from students.</li> <li>● Regular assessments of students' performance</li> </ul>	Ms Leung SW

Task 6	Major Areas of Concern	Strategies / Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Assessment Mechanism	Person-in-charge
Curriculum development	<ul style="list-style-type: none"> <li>To develop a better physical education curriculum</li> <li>To provide more opportunities for students to learn to be creative, collaborative, sociable and competitive in a wide range of PE activities.</li> </ul>	<ul style="list-style-type: none"> <li>To employ part-time coaches for 1 year to teach basketball, Chinese dance, table tennis, Tai Chi, and rope skipping</li> <li>Besides giving lessons, they will organize activities for students such as visits, public performances and competitions.</li> </ul>	PE teachers are relieved of workload related to organizing /teaching such PE courses so that they have enhanced capacity to improve the formal PE curriculum and to organize other activities such as PE Day.	From September 2011 onwards for 1 year	Salary of the part-time coaches: <b>\$289,250</b>	<ul style="list-style-type: none"> <li>80% or above attendance throughout the year.</li> <li>Students are able to manage the basic skills of the activities.</li> <li>More time is available for PE teachers to develop a more diverse PE curriculum.</li> </ul>	<ul style="list-style-type: none"> <li>Surveys to gather feedback from students and PE teachers</li> <li>Regular assessments of students' performance</li> </ul>	Ms Chan WC
				Total Expenditure	<b>\$546,954</b>			

\$48,769 to be deployed from EOEBG to make up the difference with the provision of \$498,185 (CEG 2011/12).

Date : \_\_\_\_\_ - 6 OCT 2011

Approved by :   
Tong Sau Chai Henry  
Acting Supervisor