

Plan on Use of Capacity Enhancement Grant (2008-2009)

Name of School: Pope Paul VI College

Means by which teachers have been consulted: Subject panel meetings and staff meetings, plans proposed by subject panel chairpersons

No. of operating classes: 31

Chinese Language

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	People responsible
Teaching	1. To relieve teachers' workload so that they can concentrate on developing effective strategies for the learning and teaching of Chinese Language	To employ 0.5 CM teacher for Chinese Language and Chinese History to share the teaching load of the senior forms teachers	Teachers' workload will be relieved in the following ways: - The number of teaching period per cycle will be reduced - More teachers can concentrate on teaching one subject - Chinese Language	From 1 st Sept. 2008 to 31 st Aug. 2009	Salary of the 0.5 CM teacher- \$11,393 per month (including 5% MPF) for 12 months Total: \$136,716	- Workload of the Chi. Lang. Teachers is reduced - Teaching load of the Senior forms teacher is reduced by 2-3 periods per cycle - Space is created for teachers so that they can concentrate on developing effective learning and teaching strategies	Feedback from teachers regarding their workload and the space created for handling the subject	Panel Chairperson of the Chinese Language Department – Mrs. J. Wong

<p>Curriculum development (assessment for learning)</p> <p style="text-align: center;">&</p> <p>Territory-wide System Assessment</p>	<p>2. To facilitate the implementation of School-based Assessment (SBA) in Chinese Language</p>	<p>To employ 1 teacher assistant to:</p> <ul style="list-style-type: none"> - take up 0.5 class of Chinese Language lessons (S.1) - conduct group discussion for S.3 (after school) to upgrade students' speaking skills - organize and implement learning and teaching activities - conduct summer courses for students in July/Aug 2009 - handle clerical work 	<ul style="list-style-type: none"> - Teachers' load in administrative work of SBA and TSA will be relieved - Students' speaking skills will be upgraded 	<p>From 1-9-2008 to 31-8-2009</p>	<p>Salary of the teaching assistant- \$12,600 per month (including 5% MPF) for 12 months</p> <p>Total: \$142,254</p>	<ul style="list-style-type: none"> - Practical and flexible logistical arrangements to facilitate SBA and TSA implementation - Students' speaking skills have been upgraded 	<p>-Performance appraisal on the teaching assistant</p>	<p>Mrs. J. Wong</p>
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Mathematics

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	People responsible
Curriculum development and coping with diverse learning needs of students	To provide assistance to teachers and give remedial support to the weaker students	<p>To employ a part-time teaching assistant:</p> <ul style="list-style-type: none"> - to assist teachers in preparing teaching materials - to provide teachers with clerical support - to support the various activities of the Department - to supervise the weaker students to finish their homework - to help students solve their learning problems 	<ul style="list-style-type: none"> - Teachers can be relieved of some of their workload and can spare more time in preparing their lessons and taking care of the special learning needs of students - The weaker students will be given more remedial support - The 4/5 students are given more support in their preparation for the public examination 	From September 2008 to July 2009 Working hours: 1:00p.m.-5:30p.m (Monday to Friday)	Salary of the part-time teaching assistant - \$5,775 (including 5% MPF) for 11 months Total: \$63,525	<ul style="list-style-type: none"> - Most of the Mathematics teachers find the T.A. helpful - Positive feedback from the students - The learning needs of the weaker students are taken care of 	<ul style="list-style-type: none"> - Feedback from teachers and students - Number of pieces and quality of teaching materials prepared - Performance appraisal on the T.A. 	<p>Panel Chairperson of the Mathematics Department</p> <p>-Mrs. R. Chan</p>

Pastoral Assistant

Task Area	Major Area(s) of Concern	Implementation Plan	Benefits Anticipated	Implementation Schedule	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Providing pastoral care for students	<ul style="list-style-type: none"> - To help students develop positive values through understanding more about the Catholic faith - To reduce teachers' workload so that they can spare more time to enhance the effectiveness of learning and teaching 	<p>To employ one full-time pastoral assistant to work in collaboration with the teachers in charge of religious activities to:</p> <ul style="list-style-type: none"> - provide pastoral care for students - organize extra-curricular activities for the character formation and spiritual growth of students - promote religious activities and evangelization in the school - organize faith-formation programme for the Catholic students 	<ul style="list-style-type: none"> -The spiritual needs of the students are taken care of -Teachers in charge of religious activities will be benefited from reduced workload, which enables them to enhance the effectiveness of learning and teaching in other areas 	From September 2008 to August 2009	<p>Salary of the full-time pastoral assistant- \$11,854 per month (including 5% MPF) for 12 months</p> <p>Total: \$142,254</p>	<ul style="list-style-type: none"> -Positive feedback from teachers and students regarding the work of and service provided by the Pastoral Assistant -Positive students' response to the activities organized by the Pastoral Assistant -the workload of the teachers in charge of religious activities is lightened, giving them greater capacity for enhancing the effectiveness of learning and teaching 	<ul style="list-style-type: none"> -Feedback from the teachers concerned - The number of and feedback from students joining the activities organized by the Pastoral Assistant 	Principal, Panel Chairperson of the Religious & Moral Education Department, and teachers in charge of religious activities

Total Expenses: \$ 484,749 (the deficit of \$21,649 will be topped up with surplus from the OEBG)

The plan has been endorsed by the School Management Committee.