

**Plan on Use of Additional Time-limited Funding of Capacity Enhancement Grant (2007-2008)**

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

**English Language**

<b>Task Area</b>	<b>Major Area(s) of Concern</b>	<b>Implementation Plan</b>	<b>Benefits Anticipated</b>	<b>Implementati on Schedule</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Method(s) of Evaluation</b>	<b>People responsible</b>
Curriculum Development and Territory-wide System Assessment	-To relieve the workload of the English teachers -To assist the English teachers in teaching and preparing teaching materials	To employ one full-time teaching assistant for the English Department - to help students with after-school remedial lessons - to help teachers prepare teaching materials for the new syllabus in S.1-S.3 - to assist the English teachers with clerical work	English teachers' extra duties will be reduced and they can spare more time in planning their lessons and taking care of the special needs of students	From September 2007 to July 2008	Salary of the teaching assistant- \$10,985 per month (including 5% MPF) for 11 months <b>Total: 120,835</b>	Teachers' workload is reduced and most of the English teachers find the teaching assistant helpful	- Teacher survey to assess the level of teachers' satisfaction with regard to the support provided by the teaching assistant	English Panel Chairperson - Mrs. Tso

## 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
Curriculum development	1.To relieve teachers' workload so that they can concentrate on developing effective strategies for the learning and teaching of Chinese Language	To employ 1 CM teacher for Chinese Language, Chinese History and Putonghua 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 <sup>st</sup> Sept. 2007to 31 <sup>st</sup> Aug. 2008	Salary of the CM teacher- \$19,782 per month (including 5% MPF) for 12 months <b>Total: \$237,384</b>	- 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 Chinese Language – Mrs. J. Wong

<p>Curriculum development (assessment for learning)</p> <p>&amp;</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"> <li>- take up 1.5 classes of Chinese Language lessons (S.1)</li> <li>- conduct group discussion for S.3 (after school) to upgrade students' speaking skills</li> <li>- organize and implement learning and teaching activities</li> <li>- conduct summer courses for students in July/Aug 2008</li> <li>- handle clerical work</li> </ul>	<ul style="list-style-type: none"> <li>- Teachers' load in administrative work of SBA and TSA will be relieved</li> <li>- Students' speaking skills will be upgraded</li> </ul>	<p>From 1-9-2007 to 31-8-2008</p>	<p>Salary of the teaching assistant- \$12,600 per month (including 5% MPF) for 12 months</p> <p><b>Total: \$151,200</b></p>	<ul style="list-style-type: none"> <li>- Practical and flexible logistical arrangements to facilitate SBA and TSA implementation</li> <li>- Students' speaking skills have been upgraded</li> </ul>	<ul style="list-style-type: none"> <li>-Performance appraisal on the teaching assistant</li> <li>-Students' general performance in Chinese Language</li> </ul>	<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"> <li>- to assist teachers in preparing teaching materials</li> <li>- to provide teachers with clerical support</li> <li>- to monitor the different courses run in the year and support the various activities of the Department</li> <li>- to supervise the weaker students to finish their homework</li> </ul>	<ul style="list-style-type: none"> <li>- 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</li> <li>- The follow-up work of the various courses can be done more effectively</li> <li>- The weaker students will be given more remedial support</li> </ul>	<p>From September 2007 to July 2008</p> <p>Working hours: 1:00p.m.-5:30p.m (Monday to Friday) 9:00a.m. -12:00 noon (Saturday)</p>	<p>Salary of the part-time teaching assistant - \$6590 (including 5% MPF) for 11months</p> <p><b>Total: \$72,500</b></p>	<ul style="list-style-type: none"> <li>- Most of the Mathematics teachers find the T.A. helpful</li> <li>- The various courses and activities of the Mathematics Department are more effectively organized and monitored</li> <li>- The learning needs of the weaker students are taken care of</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback from teachers and students</li> <li>- Number of pieces and quality of teaching materials prepared</li> <li>- Performance appraisal on the T.A.</li> </ul>	Mrs. R. Chan

**Total Expenses: \$581,919**

*(The plan has been endorsed by the School Management Committee)*