

Proposal on the Use of Capacity Enhancement Grant in 2007/08 School Year

Name of School : **Chan Shu Kui Memorial School**
 Means by which teacher have been consulted : **opinion poll during staff meeting**
 No. of operating class : **29**

Task Area	Major Area(s) of Concern	Strategies/ Tasks	Benefits Anticipated	Time Scale	Resources Required	Success Criteria	Method(s) of Evaluation	People Responsible
Curriculum Development, Integration of information technology in teaching	Better use of I.T. in the preparation of lessons	To employ two I.T. Assistants to assist teachers to build up a school resource database and Internet resources	Better use of school I.T. resources	From September 2007 onward for one year	Salary of two I.T. Assistants for one year inclusive of MPF. A total of \$276,000.	Satisfactory maintenance of the school intranet and school resource database	Performance assessment on the I.T. Assistants	Panel Chair of I.T.
Curriculum Development	Releasing clerical workload of librarian in promoting school-wide reading scheme	To employ one Library Assistant	More time for the librarian to promote and coordinate the Chinese/English reading schemes	From September 2007 onward for one year	Salary of one Library Assistant for one year inclusive of MPF. A total of \$77,000.	Compilation of reading scheme Compilation of resources in the library	Performance assessment on the Library Assistant	Librarian

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Curriculum Development	Reducing clerical workload of teachers in general	Employment of one clerical assistant	To help with the general typing and office work.	From September 2007 to August 2008	Salary inclusive of MPF around \$58,000.	Completion of assigned task within 3 working days at most	Teachers' opinions	Prefect of Studies

Resource Required Subtotal = \$276,000 + \$77,000 + \$58,000 = \$411,000

Proposal on the Use of Capacity Enhancement Grant in 2007/08 School Year (cont'd)

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Enhancing Students' Language Proficiency	<u>English Language</u> Promotion of a language rich environment for all students.	One full time Teaching Assistant	More positive attitude and greater interest in the learning of English.	From September 2007 to August 2008	Salary inclusive of MPF around \$108,000	Positive feedback from 70% or above of students regarding various English programmes assisted by T.A.	Survey of a random sample of students at the end of the school year.	English Panel

Resource Required Subtotal = \$411,000 + \$108,000

Total = \$519,000