

**Plan on the use of Capacity Enhancement Grant**

Name of School: St. Joseph's College

School Year: 2009-2010

**Grant from EDB: \$457,000**

<b>Task Area</b>	<b>Major Area(s) of Concern</b>	<b>Strategies/Tasks</b>	<b>Benefits Anticipated</b>	<b>Time Scale</b>	<b>Resources Required</b>	<b>Success Criteria</b>	<b>Method(s) of Evaluation</b>	<b>People Responsible</b>
<b><u>English Department</u></b> Debating	Recruiting an experienced trainer to coach students for inter-class and inter-school events	Employing an experienced trainer to conduct debate lectures for F.1 students and F.2 students	Through training and practice sessions, students will be equipped with debating skills	Jan. 2010 to April, 2010	Salary to trainer: HK\$600 x 12 sessions = \$7,200 Adjudication by old boys: HK\$120 x 3 old boys x 4 levels = HK\$1,440	Students' performances in the inter-class and inter-school debating competitions	Evaluation of students' performance in the speaking domain, group discussion and debate contests	Ms. T. Kwok
F.5 HKCEE oral practice	Preparing F.5 students for the English oral examination	Employing experienced ex-students to conduct English practice sessions for groups of five students	Students will acquire proper skills to prepare themselves for the oral examination	Late May to June, 2010	Salary to the helpers: \$80 per hour x 10 days x 3 hours per day x 2 helpers = \$4,800	Students' performance in the HKCEE	Evaluation of students' performance in their speaking domains	Ms. J. Lai
Language arts	Arousing students' interest in reading and building up confidence in story-telling	Recruiting a professional story-teller to deliver the art of story-telling and building up confidence in speaking and interest in reading	Students will know more about the aesthetic aspects of the language	Jan. 2010 to Mar. 2010	Cost of workshop: HK\$10,000	Students' performance in story-telling	Evaluation of students' performance in story-telling competitions	Ms. E. Chia

<b><u>Chinese Department</u></b>								
Curriculum Development	Relieving teachers' workload in producing new designs for the new NSS Chinese curriculum and SBA	Hiring helpers to assist in the searching and compiling of information and arranging study materials	Teachers' workload will be much released	1/9/2009 – 31/8/2010	Helpers: 2-3 Cost: \$50 per hour No. of hours: 600 Total Cost: \$50 x 600 = \$30,000	Quality of the new designs and study materials produced	New designs produced and teachers' comments on the materials produced	Ms. Y.F. Wong
Enhancing students' language proficiency	a) Relieving F.1 – F.3 teacher's workload in oral training	Hiring helpers to assist in oral training - group discussions	Teachers' workload will be much released	1/10/2009 - 31/8/2010	Helpers: 2 Cost: \$80 per hour No. of hours: 60 Total Cost: \$80 x 60 = \$4,800	Students' improvement in their oral ability	Students' feedback on the helpers recruited	Ms. Y.F. Wong
	b) Assisting teachers in the training new and young debaters	Hiring helpers to design training programmes and be team leaders for friendly debates	Teachers' workload will be much released	1/7/2009 – 31/8/2010	Helpers: 2-4 Cost: \$100 per hour No. of hours: 20 Total Cost: \$100 x 20 = \$2,000	Basic debate skills learned by the new debaters	Students' performances in friendly debates	Ms. Y.F. Wong
	c) Escorting students to speech and speaking competitions	Escorting F.1 and F.2 students to speech and public speaking competitions	Teachers' workload will be much released.	1/10/2009 – 31/7/2010	Cost: \$50 per hour No. of hours: 20 Total Cost: \$50 x 20 = \$1,000			Ms. Y.F. Wong
	d) Lessening F.4-F.5 teachers' workload in oral training	Recruiting helpers to assist in oral training - group discussions	Teachers' workload will be much released	Feb. 2010 to July 2010	Helpers: 3 Cost: \$80 per hour No. of hours: 120 Total Cost: \$80 x 120 = \$9,600	Students' performance in the HKCEE	F.4 and F.5 teachers' and students' comments on the performance of the helpers	Ms. Y.F. Wong

<b><u>IT Department</u></b>								
Network maintenance	Maintaining the network infrastructure	Employing a helper to assist in network integration	Providing better network service	Sep. 2009 – Aug. 2010	Salary: \$50 per hour x 120 hours = \$6,000	Quality of staff and student network services	Teachers' feedback on the performance of the helper	Mr. K.K. Ip
IT Technicians	Looking after the MMLC, the ITLC and the computer rooms and assisting all teachers on computer problems	Employing two full time IT technicians to deal with all the computer problems	Releasing the workload of the computer teachers and giving assistance to all teachers	Sep. 2009– Aug. 2010	IT technician: \$14,742 (including MPF) x 12 months = \$176,904 IT technician: \$8,421 (including MPF) x12 months = \$101,052	Ability to help teachers with computer problems and the smooth running of the MMLC, the ITLC and the computer rooms	Teachers' feedback on the performance of the IT technicians	Mr. K.K. Ip
Programme development	Developing software programmes	Employing a helper to assist in software development and system integration	Tailor made software programmes can be developed	Sep. 2009 – Aug. 2010	Salary: \$50 per hour x 120 hours = \$6,000	Ability to develop IT software	Feedback from teachers on the performance of the helper	Mr. K.K. Ip
<b><u>Library Assistant</u></b>	Assisting the teacher librarian to perform her duties	Hiring a library assistant to assist the teacher librarian	The teacher librarian's workload can be relieved to conduct some teaching duties	Sep. 2009 – Aug. 2010	Salary: \$10,416 (including MPF) x 12 months = \$124,992	Ability to help the teacher librarian to perform her duties	Teacher librarian's comment on her performance	Ms. W.S. Tai

**GRAND TOTAL: \$485,788    DEFICIT: \$28,788**